



# Illinois Environmental Protection Agency

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

## Division of Water Pollution Control ANNUAL FACILITY INSPECTION REPORT

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

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

Report Period: From March, 2015 \_\_\_\_\_ To March, 2016 \_\_\_\_\_

Permit No. ILR40 0416

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

Name: Village of Palatine \_\_\_\_\_ Mailing Address 1: 200 E. Wood Street \_\_\_\_\_

Mailing Address 2: \_\_\_\_\_ County: Cook \_\_\_\_\_

City: Palatine \_\_\_\_\_ State: IL Zip: 60067 \_\_\_\_\_ Telephone: (847) 358 7500 \_\_\_\_\_

Contact Person: Matt Barry \_\_\_\_\_ Email Address: mbarry@palatine.il.us  
(Person responsible for Annual Report)

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

Palatine \_\_\_\_\_

#### **THE FOLLOWING ITEMS MUST BE ADDRESSED.**

A. Changes to best management practices (check appropriate BMP change(s) and attach information regarding change(s) to BMP and measurable goals.)

1. Public Education and Outreach	<input type="checkbox"/>	4. Construction Site Runoff Control	<input type="checkbox"/>
2. Public Participation/Involvement	<input type="checkbox"/>	5. Post-Construction Runoff Control	<input type="checkbox"/>
3. Illicit Discharge Detection & Elimination	<input type="checkbox"/>	6. Pollution Prevention/Good Housekeeping	<input type="checkbox"/>

B. Attach the status of compliance with permit conditions, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP, and your identified measurable goals for each of the minimum control measures.

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

D. Attach a summary of the storm water activities you plan to undertake during the next reporting cycle ( including an implementation schedule.)

E. Attach notice that you are relying on another government entity to satisfy some of your permit obligations (if applicable).

F. Attach a list of construction projects that your entity has paid for during the reporting period.

**Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h))**

Owner Signature:

Matt Barry

Printed Name:

Date:

Director of Public Works

Title:

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

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

IL 532 2585  
WPC 691 Rev 6/10

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

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

MARCH 2015 TO FEBRUARY 2016 REPORTING PERIOD

VILLAGE OF PALATINE, ILLINOIS

**A. CHANGES TO BEST MANAGEMENT PRACTICES**

There have been no changes to the Village of Palatine's Best Management Practices for the reporting period from March 2015 to February 2016.

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

The Village of Palatine committed to a number of stormwater BMPs in order to meet the requirements of the NPDES Phase II stormwater program. The following is a status report on each of the BMPs and the activities that were undertaken during the March 2015 to February 2016 reporting period. The status or progress for each of the measurable goals related to these BMPs is presented below.

### **BMP No. A1 Distributed Paper Material**

**Measurable Goal(s), including frequencies:** Publish stormwater pollution prevention articles in the resident newsletter semi-annually and make the Comprehensive Flood Control Brochure available at Village Hall and the Combined Service Facility.

**Milestones:** **Year 13:** Continue to publish articles and make the brochure available.

**BMP Status:** The Village of Palatine publishes a resident newsletter which is mailed directly to businesses and residents in the Village. The Village continued publishing stormwater pollution prevention articles in its newsletters. In the spring 2015 newsletter, an article entitled “Rivers & Streams Begin at Your Front Door” discussed stormwater and urban runoff pollution and provided a summary to residents of what the Village is currently doing to help minimize stormwater pollution. The article also provided a link to the IEPA website for more information and also provided a call-in number for residents to call for reporting illicit discharges. In the summer 2015 newsletter, an article entitled “How Can I Help Be A Solution to Stormwater Pollution” discussed how residents can help to reduce stormwater pollution. The article provided a link to the IEPA website for more information and also provided a call-in number for residents to call for reporting illicit discharges. Additionally, the annual article pertaining to curbside leaf collection stressed the importance of keeping curb lines and storm sewer inlets free of leaves during the Fall leaf collection period. Throughout the year, the newsletters also notified residents of various waste collection events. These events encourage the public to properly dispose of household waste items, which otherwise might be dumped in the drainage system.

The Village website includes information on stormwater quality, flooding, rain gardens, green buildings, and recommended clean water habits for residents.

The Village sends a weekly e-newsletter (PalatinE-News) to residents that subscribe. The e-newsletter occasionally includes articles related to stormwater management, similar to the Village’s monthly newsletter.

The Village continued to make the Comprehensive Flood Control Brochure available at Village Hall and the Combined Service Facility. The brochure

addresses protection of wetlands and reservoirs and contains information regarding stormwater pollution prevention, protection of natural resources, and proper maintenance of facilities.

### **BMP No. B7 Other Public Involvement**

**Measurable Goal(s), including frequencies:** The Village will continue to inform residents of the existence of a contact number that residents can use to report stormwater related issues.

**Milestones:** **Year 13:** Continue to inform residents of the existence of a contact number.

**BMP Status:** Along with the stormwater pollution prevention articles that are published in the Village newsletter, the Village provides a contact number that residents can use to report stormwater related issues, including ordinance violations, construction site soil erosion and sediment control violations, maintenance issues, and illicit discharges. This number can also be used for questions about design and use of green infrastructure techniques that can be utilized by residents (i.e. rain barrels and rain gardens).

### **BMP No. C1 Storm Sewer Map Preparation**

**Measurable Goal(s), including frequencies:** Annually review the storm sewer map and update as needed.

**Milestones:** **Year 13:** Review the storm sewer map and update as needed.

**BMP Status:** The Village of Palatine has an existing storm sewer map. The map shows all of the Village's outfalls and all receiving waters to which the Village's separate storm sewer system discharges. The map is updated using Village GIS capabilities, so that each outfall and structure has its own identifier.

### **BMP No. C2 Regulatory Control Program**

**Measurable Goal(s), including frequencies:** Enforce the Illicit Discharge and Connection Ordinance.

**Milestones:** **Year 13:** Enforce the Illicit Discharge and Connection Ordinance

**BMP Status:** The Village adopted and implemented its Illicit Discharge and Connection Ordinance (O-41-04) on March 8, 2004. The ordinance prohibits non-stormwater discharges into the Village's stormwater drainage system and includes enforcement and penalties for ordinance violations. The ordinance provides the regulatory framework for the Village's illicit discharge detection and elimination program. The Village will continue to enforce the ordinance.

### **BMP No. C4 Illicit Discharge Tracing Procedures**

**Measurable Goal(s), including frequencies:** Annually trace all illicit discharges detected by resident reporting and by Village employees. Document Village efforts in tracing illicit discharges.

**Milestones:** **Year 13:** Continue tracing illicit discharges.

**BMP Status:** The Village's plan for detection, tracing and removal of illicit discharges established the procedures for tracing illicit discharges identified through dry weather screening, regular storm sewer maintenance, and public reporting.

Suspicious discharges were found and eliminated during Year 12 near 501 S Vermont St, 732 E Dundee Rd, and 162 S Norman Dr.

**BMP No. C5 Illicit Source Removal Procedures**

**Measurable Goal(s), including frequencies:** Annually remove all illicit discharges detected by resident reporting and by Village employees.

**Milestones:** **Year 13:** Continue removing illicit discharges.

**BMP Status:** The Village's plan for detection, tracing and removal of illicit discharges established the procedure for removing illicit discharges identified through the tracing program. The Village continues to annually remove all illicit discharges detected by resident reporting and by Village employees.

Suspicious discharges were found and eliminated during Year 12 near 501 S Vermont St, 732 E Dundee Rd, and 162 S Norman Dr.

**BMP No. C7 Visual Dry Weather Screening**

**Measurable Goal(s), including frequencies:** Annually inspect outfalls along the waterways within Village limits for illicit discharges.

**Milestones:** **Year 13:** Inspect outfalls for illicit discharges.

**BMP Status:** In July 2015, the Public Works Department walked 9 miles of creeks, including Salt Creek, Buffalo Creek and the Peppertree Tributary. During this creek walk, the Village photographed storm sewer outfalls and noted areas where grass clippings, brush, or fallen trees should be removed and areas where erosion control measures are needed.

**BMP No. D1/D2/D3/D4/D6 Construction Site Stormwater Runoff Control**

**Measurable Goal(s), including frequencies:** Enforce the Code of Ordinances. Require erosion and sediment control BMPs. Inspect construction sites.

**Milestones:** **Year 13:** Continue to enforce the Code of Ordinances. Continue to require erosion and sediment control BMPs and continue to inspect construction sites.

**BMP Status:** The MWRD adopted the Cook County Watershed Management Ordinance effective May 1, 2014. The Village of Palatine does not plan to become an authorized municipality. Therefore, the MWRD will enforce the ordinance within the Village limits. This includes construction site stormwater runoff control BMPs. Article 4 of the Cook County Watershed Management Ordinance addresses the reduction in pollutants in stormwater runoff from regulated land disturbing activity. It states that appropriate erosion and sediment control practices must be utilized on all regulated development sites, and waste generated as a result of site development must be managed properly. Article 10 allows for the inspection of regulated development sites.

**BMP No. E2/E3/E4/E5/E6** Post-construction Stormwater Management

**Measurable Goal(s), including frequencies:** Enforce the Code of Ordinances. Review BMP designs prior to construction. Require long-term operation and maintenance of BMPs. Inspect sites during and after construction.

**Milestones:** **Year 13:** Continue to enforce the Code of Ordinances. Continue to review BMP designs prior to construction. Continue to require long-term operation and maintenance of BMPs. Continue to inspect sites during and after construction.

**BMP Status:** The MWRD adopted the Cook County Watershed Management Ordinance effective May 1, 2014. The Village of Palatine does not plan to become an authorized municipality. Therefore, the MWRD will enforce the ordinance within the Village limits. This includes post-construction BMPs. Article 5 of Cook County Watershed Management Ordinance addresses the volume and rate of runoff from regulated development sites. Article 9 requires a maintenance plan for the perpetual maintenance of stormwater management systems for regulated development.

**BMP No. F1** Employee Training Program

**Measurable Goal(s), including frequencies:** Train new employees to prevent or reduce stormwater pollution from municipal activities. Send employees to stormwater pollution prevention seminars and workshops or hire a consultant to conduct a training session annually.

**Milestones:** **Year 13:** Continue stormwater pollution prevention training for Village employees.

**BMP Status:** The Village of Palatine Public Works Department currently conducts annual employee training. On 12/9/15 Elias Koutas attended a “Draft MS4 Permit Workshop”. On 12/10/15 43 employees watched a video titled “NPDES Phase II Good Housekeeping - Municipal Stormwater Pollution Storm Watch”. On 6/9/16 Joe Petykowski attended an I&I workshop.

**BMP No. F2** Inspection and Maintenance Program

**Measurable Goal(s), including frequencies:** Continue to conduct formal maintenance and inspection. Evaluate the effectiveness of the program annually and update the program as needed.

**Milestones:** **Year 13:** Continue conducting formal inspection and maintenance. Review the program for effectiveness and update the program as needed.

**BMP Status:** The Village currently conducts a regular storm sewer inspection and maintenance program designed to reduce pollutant runoff from municipal operations. This program includes the following components: regular inspection, cleaning, and maintenance of inlets and catch basins and as-needed storm sewer cleaning and repair. This maintenance program has been formalized and is evaluated annually to determine its effectiveness. Last year 3 miles of storm sewers and 275 inlets/catch basins were cleaned. No changes to the program were necessary during Year 13.

**BMP No. F3** Municipal Pollution Prevention Program

**Measurable Goal(s), including frequencies:** Continue the formalized program to prevent stormwater pollution from municipal operations at the Combined Service Facility. Evaluate the effectiveness of the program annually and update the program as needed.

**Milestones:** **Year 13:** Continue the formal stormwater pollution prevention program. Review the program for effectiveness and update the program as needed.

**BMP Status:** The Village of Palatine has a number of operational policies designed to prevent stormwater pollution associated with municipal operations. To document many of these policies, a written stormwater pollution prevention plan was developed for the Village’s combined service facility (CSF). The CSF houses both the Village’s Public Works department and the Palatine Park District’s service facilities. The plan identifies potential sources of pollution at the CSF and describes BMPs that are used at the facility to prevent and reduce the discharge of pollutants from the facility.

The written stormwater pollution prevention plan for the CSF has been combined with the Village's other stormwater pollution prevention policies in a formal Municipal Stormwater Pollution Prevention Plan (SWPPP). This program will be evaluated on an annual basis to determine its effectiveness and modified as necessary. The program will be communicated and adhered to by the Palatine Park District because the Park District is a joint owner of the CSF.

In Year 12 a new salt dome was constructed and the CSF SWPPP is in the process of being updated as such.

## **C. INFORMATION AND DATA COLLECTION RESULTS**

The Village joined the Buffalo Creek Clean Water Partnership in 2013. The Partnership regularly collects samples at various locations throughout the watershed. Samples are tested for: chloride, total phosphorus, fecal coliform, Total Kjeldahl Nitrogen, Total Suspended Solids, Total Dissolved Solids, dissolved oxygen, biochemical oxygen demand, conductivity, temperature, pH, and calcium. This recent monitoring data combined with historic water quality sampling performed by the Metropolitan Water Reclamation District of Greater Chicago shows that phosphorus pollution is decreasing over time, likely due to the removal of phosphorus from laundry detergents and fertilizer. On the other hand, the data shows that Chloride levels are steadily increasing, so the Partnership is working with Villages in the watershed to find ways to reduce road salt usage. The Partnership is also working with a community in the watershed and the Lake County Department of Health to address the source of a Fecal Coliform hotspot found through the monitoring program.

Water quality data for the watershed is documented in the Des Plaines River/Higgins Creek Watershed TMDL Report and in an annual Water Quality Report published by the Partnership.

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

The Village plans to undertake the following activities during the March 2016 to February 2017 reporting period:

##### **BMP No. A1 Distributed Paper Material**

**Measurable Goal(s), including frequencies:** Publish stormwater pollution prevention articles in the resident newsletter semi-annually and make the Comprehensive Flood Control Brochure available at Village Hall and the Combined Service Facility.

**Milestones: Year 14:** Publish two stormwater pollution prevention articles regarding one of the following topics: use and management of household chemicals, the hazards associated with illegal discharges and improper disposal of waste, the importance of green infrastructure, and the impact of climate change. Make the Comprehensive Flood Control Brochure available at Village Hall and the Combined Service Facility.

##### **BMP No. A2 Speaking Engagement**

**Measurable Goal(s), including frequencies:** Annually encourage staff to present to the Village Council and at special events on stormwater pollution prevention, green infrastructure, or climate change.

**Milestones: Year 14:** Encourage staff participation in speaking engagement opportunities.

##### **BMP No. A3 Public Service Announcement**

**Measurable Goal(s), including frequencies:** Keep residents informed on a variety of stormwater management and water quality topics using the Village website and Village e-News.

**Milestones: Year 14:** Post public service announcements (PSAs) regarding stormwater management on Village website and e-News.

##### **BMP No. A4 Community Event**

**Measurable Goal(s), including frequencies:** Annually participate in a community event and distribute stormwater information to residents.

**Milestones:** **Year 14:** Participate in Streetfest and provide information to residents.

**BMP No. A6 Other Public Education**

**Measurable Goal(s), including frequencies:** Annually participate in further opportunities to promote stormwater management and water quality issues and continue to review and update public education information.

**Milestones:** **Year 14:** Require storm sewer grates with an integrated permanent label reading "DUMP NO WASTE - DRAINS TO WATERWAYS" in new developments.

**BMP No. B4 Public Hearing**

**Measurable Goal(s), including frequencies:** Seek public input regarding the Village's stormwater management program by annually presenting the program at one board meeting.

**Milestones:** **Year 14:** Annually present the stormwater management program at one board meeting.

**BMP No. B7 Other Public Involvement**

**Measurable Goal(s), including frequencies:** The Village will begin identifying environmental justice areas; if applicable, the Village will begin identifying appropriate public involvement/participation, which may include providing notices to residents written in Spanish (or other applicable language) and/or providing a translator at a public meeting held annually. The Village will encourage residents via the weekly e-newsletter to manage stormwater on their property by installing rain garden and rain barrels. The Village will promote via the Village website and weekly e-newsletter the Adopt-a-Highway program. The Village will inform residents via the Village website, water bills, and weekly e-newsletter of the existence of a contact number that can be used to report stormwater related issues.

**Milestones:** **Year 14:** Identify any environmental justice areas within the Village using the website link: <http://epa.gov/environmentaljustice/>. Continue encouraging residents via the weekly e-newsletter to manage stormwater on their property by installing rain gardens and rain barrels. Continue promoting via the Village website and weekly e-newsletter the Adopt-a-Highway program for local organizations to collect and remove trash and littler along public roadways. Continue to inform residents via the Village website,

water bills, and weekly e-newsletter of the existence of a contact number that can be used to report stormwater related issues.

**BMP No. C1 Storm Sewer Map Preparation**

**Measurable Goal(s), including frequencies:** Annually review the storm sewer map and update as needed.

**Milestones:** **Year 14:** Review the storm sewer map and update as needed.

**BMP No. C2 Regulatory Control Program**

**Measurable Goal(s), including frequencies:** Enforce the Illicit Discharge and Connection Ordinance.

**Milestones:** **Year 14:** Enforce the Illicit Discharge and Connection Ordinance.

**BMP No. C4 Illicit Discharge Tracing Procedures**

**Measurable Goal(s), including frequencies:** Annually trace all illicit discharges detected by resident reporting, visual dry weather screening, and drainage system maintenance activities. Document Village efforts in tracing illicit discharges.

**Milestones:** **Year 14:** Continue tracing illicit discharges.

**BMP No. C5 Illicit Source Removal Procedures**

**Measurable Goal(s), including frequencies:** Annually remove all illicit discharges detected by resident reporting and by Village employees. Document Village efforts in removing illicit discharges.

**Milestones:** **Year 14:** Continue removing illicit discharges.

**BMP No. C7 Visual Dry Weather Screening**

**Measurable Goal(s), including frequencies:** Annually inspect outfalls along the waterways within Village limits for illicit discharges.

**Milestones:** **Year 14:** Inspect outfalls for illicit discharges.

**BMP No. D1/D2/D3/D4/D6 Construction Site Stormwater Runoff Control**

**Measurable Goal(s), including frequencies:** Enforce the Code of Ordinances. Require erosion and sediment control BMPs. Inspect construction sites.

**Milestones:** **Year 14:** Enforce the Code of Ordinances by requiring erosion and sediment control BMP's and inspecting construction sites. Cooperate with MWRD's enforcement of the Cook County Ordinance by requiring development in the Village to obtain a watershed management permit from MWRD, when applicable.

**BMP No. E2/E3/E4/E5/E6/E7 Post-construction Stormwater Management**

**Measurable Goal(s), including frequencies:** The Village will continue to Enforce its Code of Ordinances outlining permanent practices designed to capture, retain, and infiltrate stormwater runoff from impervious areas of a development after permanent stabilization is achieved. The MWRD will continue to enforce the Cook County Ordinance within Village limits by regulating the volume and rate of runoff from development sites as small as 1 acre, and requiring a perpetual maintenance plan for the stormwater management systems. The Village will continue water quality sampling through its partnership with the Buffalo Creek Clean Water Partnership. The Village will begin developing and implementing a process to assess the impacts of global climate change in the design of all new and retrofit flood management projects. Information on climate change may be found here: <http://www.epa.gov/climatechange/>.

**Milestones:** **Year 14:** The Village will continue to enforce its Code of Ordinances outlining permanent practices designed to capture, retain, and infiltrate stormwater runoff from impervious areas of a development after permanent stabilization is achieved. The MWRD to continue enforcing the Cook County Ordinance within Village limits by regulating the volume and rate of runoff from development sites as small as 1 acre, and requiring a perpetual maintenance plan for the stormwater management systems. The Village will continue water quality monitoring through its partnership with the Buffalo Creek Clean Water Partnership. The Village will begin developing a process to assess the impacts of global climate change in the design of all new and retrofit flood management projects.

### **BMP No. F1 Employee Training Program**

**Measurable Goal(s), including frequencies:** Train new Public Works Department employees to prevent or reduce stormwater pollution from municipal activities. Send employees to stormwater pollution prevention seminars and workshops or hire a consultant to conduct a training session annually.

**Milestones: Year 14:** Continue annual stormwater pollution prevention training for Public Works Department, and include contractors, if possible.

### **BMP No. F2 Inspection and Maintenance Program**

**Measurable Goal(s), including frequencies:** Continually inspect and maintain the storm sewer system. Evaluate the effectiveness of the maintenance program annually and update the program as needed. Begin training employees or contractors in the routine maintenance, repair, or replacement of green infrastructure..

**Milestones: Year 14:** Continue conducting formal inspection and maintenance. Review the program for effectiveness and update the program as needed. Begin training employees or contractors in the routine maintenance, repair, or replacement of green infrastructure.

### **BMP No. F3 Municipal Pollution Prevention Program**

**Measurable Goal(s), including frequencies:** Continue the formalized program to prevent stormwater pollution from municipal operations at the Combined Service Facility. Evaluate the effectiveness of the program annually and update the program as needed.

**Milestones: Year 14:** Continue the formal stormwater pollution prevention program. Review the program for effectiveness and update the program as needed. Continue to utilize the recently constructed salt dome for permanent deicing material storage.

### **BMP No. F6 Other Municipal Operations Controls**

**Measurable Goal(s), including frequencies:** The Village works collaboratively with the MWRD to implement control measures that assist with the reduction in chloride levels in receiving streams within the watershed.

**Milestones: Year 14:** Continue to implement control measures to assist with the reduction in chloride levels in receiving streams in the watershed.

**E. NOTICE OF QUALIFYING LOCAL PROGRAM**

The Village of Palatine is relying on the Metropolitan Water Reclamation District of Greater Chicago to enforce the Cook County Watershed Management Ordinance, including construction site and post-construction stormwater management.

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

During Year 13, the Village conducted the following projects over one (1) acre in size that required a Notice of Intent.

- 2015 Street Resurfacing Program – Various Streets
- 2014 Street Reconstruction – East Juniper Drive from Hicks Road to Rohlwing Road
- 2014 Street Reconstruction – West Kenilworth Drive from Middleton Ave to Quentin Road.