

# Annual Facility Inspection Report – Section A

Year 10 (March 2012 - March 2013) NPDES Permit No. IL400466

City of West Chicago, 2<sup>nd</sup> Notice of Intent (year 4)

**PLEASE NOTE THAT ANNUAL REPORTING FOR SECTIONS B AND D CORRELATE TO EACH NOTICE OF INTENT BMP AS CHECKED ON ORIGINAL PERMIT AS FOLLOWS:**

## **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

## **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

## **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

## **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

## **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

## **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

# Annual Facility Inspection Report – Section B

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City of West Chicago, 2<sup>nd</sup> Notice of Intent (year 4)

## **1. Public Education and Outreach:**

**BMP No: A.1 Distributed Paper Material, A.2 Speaking Engagement, A.3 Public Service Announcement, A.4 Community Event, and A.5 Classroom Education Material.**

The City of West Chicago (CWC) is participating in the DuPage County local qualifying program for each Public Participation BMP checked in Section A. The CWC relies on DuPage County for the majority of the compliance materials and program sponsorship for Public Education and Outreach. For detailed goal summary regarding these BMP's, please refer to DuPage County's Year 10 Annual Facility Inspection Report.

### **A.4 Community Event**

In addition to participating in the County's local qualifying program, CWC will continue to support and provide to the community information and answer questions during City sponsored events.

### **Year 4 Milestone(s)**

During the City's Blooming Fest event, the CWC Environmental Commission members will staff a booth to provide educational brochures and handouts on a variety of environmental issues ranging from keeping pollutants out of local waterways to water conservation and energy reduction. Water is again the main theme for this year's booth activities. The city will continue to actively support youth awareness of water quality issues including promoting positive water quality issues through tours of the Water Treatment Plant.

### **Summary**

One member of Public Works staff and four (4) members of the Environmental Commission hosted an information booth, passing out complimentary dye packs for indicating a leaking toilet water tank. Adopt A Highway sign-up forms were also made available. Members answered questions and passed out information on various recycling and environmental topics.

There were a total of six (6) Water Treatment Plant tours provided to various organizations and youth groups through out the year.

West Chicago is a member of the DuPage River Salt Creek Workgroup (DRSCW). The DRSCW held a workshop on September 26, 2012 aimed at reducing chloride use in winter de-icing operations. The work group distributed a 2012 Public Roadway Deicing Questionnaire to all eligible agency members and DuPage County Townships. DRSCW hosted numerous workgroup meetings which included presentations on a variety of water quality topics. Details of DRSCW activities are attached to this report.

## **2. Public Participation/Involvement:**

**BMP No: B.1 Public Panel, B.3 Stakeholder Meeting, B.4 Public Hearing, B.5 Volunteer Monitoring, B.6 Program Coordination, B.7 Other Public Involvement**

The City of West Chicago (CWC) is participating in the DuPage County local qualifying program for each Public Participation BMP checked in Section A. The CWC relies on DuPage County for the majority of the compliance materials and program sponsorship for Public Participation/Involvement. For detailed goal summary regarding these BMP's, please refer to DuPage County's Year 10 Annual Facility Inspection Report.

### **B.7 Other Public Involvement**

In addition to the County's local qualifying program The West Chicago Environmental Commission, which is a citizen advisory group to the City's Infrastructure Committee meets on a monthly basis to discuss various environmental issues that affect West Chicago.

West Chicago is a member of the DRSCW. Their meetings are held every second month and are open to the public. Details of DRSCW public involvement activities are attached to this report.

### **Year 4 Milestone(s)**

The purpose of the Environmental Commission is to research, discuss and recommend to City Council various environmental programs and policies that would facilitate the protection and improvement of the environment, efficient management of natural resources, promote a sustainable community, and enhance the aesthetic appearance of the city.

### **Summary**

The commission along with a member of Public Works staff met on the third Wednesday of each month throughout this reporting period.

### **3. Illicit Discharge Detection and Elimination:**

**BMP No: 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**

The City of West Chicago is participating in the DuPage County local qualifying program for each Illicit Discharge Detection and Elimination BMP checked in Section A. The CWC relies on DuPage County for the majority of the compliance materials and program sponsorship for Illicit Discharge Detection and Elimination. For detailed goal summary regarding these BMP's, please refer to DuPage County's Year 10 Annual Facility Inspection Report.

#### **C.1 Storm Sewer Map Preparation**

In support of the County's local qualifying program CWC will continue to update the city storm sewer map.

#### **Year 4 Milestone(s)**

Using GPS technology, pinpoint exact locations of the storm sewer structures within the city corporate limits and incorporate new outfall and storm sewer information into the GIS database. The information will greatly improve the accuracy of the city storm sewer atlas.

#### **Summary**

This project is 70% complete and it is anticipated that it will be 100% percent complete by the end of 2013.

### **4. Construction Site Runoff Control:**

**BMP No: D.1 Regulatory Control Program, D.2 Erosion and Sediment Control, D.4 Site Plan Review Procedures, D.5 Public Information Handling Procedures, D.6 Site Inspection/Enforcement Procedures**

DuPage County adopted and implemented a Countywide Stormwater and Floodplain Ordinance (Stormwater Ordinance) in 1991, which has been updated eight (8) times since the last NOI was issued in February 2002, most recently in April 2013. The Stormwater Ordinance promotes effective, equitable, acceptable and legal Stormwater management, water quality, and natural resource protection measures. The Stormwater Ordinance strictly regulates impacts to wetlands, wetland buffer and riparian habitat. DuPage County has been granted a General Permit by the U.S. Army Corps of Engineers to review impacts to wetlands because the Stormwater Ordinance is considered to be more restrictive in this area than the Federal regulations. Among other post-construction BMPs, the Stormwater Ordinance encourages the use of native vegetation in detention basins, the creation of wetlands, the restoration of riparian and wetland buffer habitat, and

the stabilization of eroding streambanks. In addition to the regulations set forth in the Stormwater Ordinance, the DuPage County Building Code (Article I, Section 8-128 and Section 8-129 Grade Regulations and Landscape Regulations) also sets forth guidelines and regulations for all developments, large or small within the County of DuPage.

The City of West Chicago has adopted the Stormwater Floodplain Ordinance and all amendments thereto, as part of our own City regulations and will participate in the DuPage County local qualifying program for each Construction Site Runoff Control BMP checked in Section A. The CWC relies on DuPage County for the majority of the compliance materials and program sponsorship for Construction Site Runoff Control. For detailed goal summary regarding these BMP's, please refer to DuPage County's Year 10 Annual Facility Inspection Report.

### **Summary**

In addition to supporting the BMP's of DuPage County for Construction Site Runoff Control, the City of West Chicago issued twenty (20) stormwater permits prior to commencement of construction. Every site is inspected for sediment and erosion control compliance. In addition, it is estimated that between 20 - 30 additional inspections of erosion control were completed within the last year.

### **5. Post-Construction Runoff Control:**

#### **BMP No: 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**

Post construction runoff is enforced through the Stormwater Ordinance which requires all developments over 25,000 square feet of development area to detain stormwater and runoff with a restricted release rate. The Building Code requires that all basins are planted with native plantings, which have at least a three year maintenance and monitoring period, inspected annually (minimum) by County staff. The Stormwater Ordinance currently requires all developments to incorporate BMPs where practicable and necessary. The City of West Chicago has adopted the Countywide Stormwater Ordinance and all amendments thereto, as part of our own City regulations. Through the County's permitting and inspection process pursuant to the Stormwater Ordinance, post construction runoff pollutants resulting from new development will be effectively reduced at West Chicago new development sites. For each Post-Construction Runoff Control BMP checked in Section A, West Chicago will participate in DuPage County's local qualifying program. The CWC relies on DuPage County for the majority of the compliance materials and program sponsorship for each Post-Construction Runoff Control. For detailed goal summary regarding these BMP's, please refer to DuPage County's Year10 Annual Facility Inspection Report.

## **Summary**

In addition to supporting the BMP's of DuPage County for Post-Construction Runoff Control, it is estimated that City staff completed between –15 - 20 inspections to confirm the establishment of vegetation during post-construction periods last year.

### **6. Pollution Prevention/Good Housekeeping:**

#### **BMP No: F.1 Employee Training Program, F.2 Inspection and Maintenance Program, F.4 Municipal Operations Waste Disposal, F.5 Flood Management/Assess Guidelines**

The City of West Chicago is participating in the DuPage County local qualifying program for each Pollution Prevention/Good Housekeeping BMP checked in Section A. The CWC relies on DuPage County for the majority of the compliance materials and program sponsorship for Pollution Prevention/Good Housekeeping. For detailed goal summary regarding these BMP's, please refer to DuPage County's Year 10 Annual Facility Inspection Report.

#### **BMP No. F.1 Employee Training Program**

In addition to the County's local qualifying program the City of West Chicago Public Works Staff will be trained in areas of good housekeeping and pollution prevention through in-house staff training and the attendance at various seminars and classes or with training materials that are available from the EPA, State, County, or other relevant organizations.

#### **Year 4 Milestones:**

Conduct another pollution prevention employee training session, targeting those that were unable able 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. Collect records of employee training conducted in-house and encourage them to document any other methods of on-going training within their facility.

#### **Summary:**

Public works staff were trained in the proper use and handling of snow and ice control chemicals prior to and during the snow and ice control season. Those trained included 3 new employees.

#### **BMP No. F.2 Inspection and Maintenance Program, F4 Municipal Operations Waste Disposal**

In addition to the County's local qualifying program the Public Works Department currently inspects and maintains the MS4 systems on an as-needed complaint basis.

Public Works will implement a routine preventive maintenance program for long-term maintenance of the MS4 storm sewer system in the future. The City of West Chicago's maintenance program includes routine inlet and catch basin cleaning and vacuum street sweeping. Public Works also continuously tracks sanitary sewer overflows and basement back ups.

West Chicago participated in and completed the 2012 Public Roadway Deicing Questionnaire distributed by the DRSCW, October 16, 2012.

The Public Works department continued testing and studying the use of an organic deicing super mix of salt brine, beet juice and liquid calcium chloride for deicing low-traffic roads, curbs, culverts, bridges, and city parking lots. Staff expects this super mix of salt brine, beet juice and calcium chloride will help reduce the amount of salt used thereby protecting the land and aquatic plants, animal life, ground water and eventually the surface water. The department used treated salt (Thawrox) as a means of reducing overall chloride use by an estimated thirty percent (30%).

#### **Year 4 Milestones:**

Analyze procedures and methods for pollution prevention and good housekeeping, maintaining consistency with employee training as well as establishing guidelines for record keeping. Provide facilities, as necessary, with those procedures, recommended methods, and guidelines for record keeping.

Continue storm drain cleaning program.

#### **Summary:**

A map and master list of those areas cleaned within the city each year is maintained by the Street Division. Inspections last year generated repairs to eight (8) storm sewer structures.

A Vactor dumping station continues to be utilized at the West Chicago Waste Water Treatment Plant (WWTP).

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The CWC relies on DuPage County for the majority of activities relating to data collection and water quality monitoring. For detailed reports please refer to DuPage County's Year 10 Annual Facility Inspection Report.



# Annual Facility Inspection Report – Section D

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City of West Chicago, 2<sup>nd</sup> Notice of Intent (year 4)

A summary of Storm Water activities the City of West Chicago plans to undertake during the next reporting cycle (Including shared activities with DuPage County).

## **BMP: A. Public Education and Outreach**

### **A.1 Distributed Paper Material**

**Year 5:** Support County efforts to develop, update and review water quality information to fit the needs of the Stormwater Management Program, to update stream maintenance program brochure, and efforts to create County fact sheet and produce quarterly issues of *Currents*.

### **A.2 Speaking Engagement**

**Year 5:** Continue support of County funded groups. Encourage staff participation in speaking engagement opportunities.

### **A.3 Public Service Announcement**

**Year 5:** Continue to update and air County public service announcements.

### **A.4 Community Event**

**Year 5:** Continue community events, review and update materials and events as needed.

CWC Environmental Commission members will continue to host a booth to provide educational brochures and handouts on a variety of environmental issues ranging from keeping pollutants out of local waterways to water conservation and energy reduction. The city will continue to actively support youth awareness of water quality issues including promoting positive water quality issues through tours of the Water Treatment Plant.

### **A.5 Classroom Education Material.**

**Year 5:** Continue the development of education materials, and sponsorship of environmental clubs. Review and update classroom education materials as necessary.

## **A.6 Other Public Education**

**Year 5:** Continue to review and update public education information.

## **BMP: B. Public Participation/Involvement**

### **B.1 Public Panel**

**Year 5:** Review and update public panel information.

### **B.3 Stakeholder Meeting**

**Year 5:** Continue support of the Municipal Engineers and Water Quality Stakeholders Groups.

### **B.4 Public Hearing**

**Year 5:** Continue to implement updates and review all amendments to appendices of the Stormwater Management Plan. Hold Public hearings as necessary for any ordinance change, watershed plan, or variance.

### **B.5 Volunteer Monitoring**

**Year 5:** Continue support for volunteer monitoring opportunities.

### **B.6 Program Coordination**

**Year 5:** review and update programs as necessary.

### **B.7 Other Public Involvement**

**Year 5:** Continue support for programs while also reviewing potential public involvement programs and their feasibility.

The West Chicago Environmental Commission, which is a citizen advisory group to the City's Infrastructure Committee will continue to meet on a monthly basis to discuss various environmental issues that affect West Chicago.

## **BMP: C. Illicit Discharge Detection and Elimination**

### **C.1 Storm Sewer Map Preparation**

**Year 5:** Incorporate new outfall and storm sewer information into the GIS database.

Field inspectors will continue to verify the locations and attribute information of the outfalls within the GIS database.

Continue work on the City storm sewer atlas using GPS technology, pinpoint exact locations of the storm sewer structures within the city corporate limits.

### **C.2 Regulatory Control Program**

**Year 5:** Review the effectiveness of the program by evaluating how well the cooperating permit holders have communicated and exchanged information.

### **C.3 Detection/Elimination Prioritization Plan**

**Year 5:** Priority outfalls will continue to be monitored..

### **C.4 Illicit Discharge Tracing Procedures**

**Year 5:** Continue tracing any illicit discharges detected. Make recommendations as to which tracing methods have proven to be the most effective.

### **C.5 Illicit Source Removal Procedures**

**Year 5:** Continue tracing any illicit discharges detected. Review the outcome of the illicit discharges that were detected the previous year. Enforce the removal of illicit discharges.

### **C.6 Program Evaluation and Assessment**

**Year 5:** Review year one of the IDDE program and report the results to the Stormwater Management Committee.

### **C.7 Visual Dry Weather Screening**

**Year 5:** Continue to dry weather screen throughout the year.

### **C.8 Pollutant Field Testing**

**Year 5:** Test for additional chemicals if the program review warrants such action. Continue to test for pollutants during the dry weather survey.

## **BMP: D. Construction Site Runoff Control**

### **D.1 Regulatory Control Program**

**Year 5:** DuPage County will continue to update the Stormwater Ordinance on a regular basis in order to keep up local and national regulations while implementing appropriate best management practices to lower quantities of pollutants from ending up in out waterways and drinking water.

The County would also like to increase education and training for staff and municipalities in order to promote consistent and effective regulations throughout the county.

#### **D.2 Erosion and Sediment Control**

**Year 5:** Continue to educate staff on the evolving regulations by offering and attending training programs and seminars.

#### **D.4 Site Plan Review Procedures**

**Year 5:** DuPage County will offer staff training opportunities where they will be able to review and learn new methods of their evolving fields.

#### **D.5 Public Information Handling Procedures**

**Year 5:** Continue to field public concerns about proposed developments and implement their concerns in the Stormwater Permit review of the proposed development. Continue to update County website with on-going activities and policies.

#### **D.6 Site Inspection/Enforcement Procedures**

**Year 5:** Ensure staff has proper qualifications to conduct site inspections with respect to sediment and erosion control. Continue to offer employee training on site inspections.

### **BMP: E. Post-Construction Runoff Control**

#### **E.2 Regulatory Control Program**

**Year 5:** DuPage County will offer staff training opportunities where they will be able to review and learn new methods of their evolving fields.

#### **E.3 Long Term O&M Procedures**

**Year 5:** Continue to enforce the Stormwater Ordinance.

#### **E.4 Pre-Const Review of BMP Designs,**

**Year 5:** DuPage County will offer staff training opportunities to municipalities and consultants in the review and design of permanent BMPs. Continue to enforce the new Stormwater Ordinance provisions.

### **E.5 Site Inspections During Construction**

**Year 5:** Continue to conduct regular site inspections during construction. Conduct staff training on recognizing inappropriate discharge from a construction site

### **E.6 Post-Construction Inspections**

**Year 5:** Continue to offer employee training on site inspections

## **BMP: F. Pollution Prevention/Good Housekeeping**

### **F.1 Employee Training Program**

**Year 5:** Evaluate the procedures for effectiveness and improve training as necessary based on completed session surveys and suggestions. Offer a refresher training session to previous attendees that include updates. Make arrangements for regular training sessions.

West Chicago Public Works staff will continue to attend the Good Housekeeping pollution prevention workshop conducted by the Conservation Foundation.

### **F.2 Inspection and Maintenance Program**

**Year 5:** Analyze procedures and methods for pollution prevention and good housekeeping, maintaining consistency with employee training as well as establishing guidelines for record keeping. Provide facilities, as necessary, with those procedures, recommended methods, and guidelines for record keeping. Continue Stream Maintenance program.

Continue efforts to have all Public Works Street Division maintenance trucks calibrated to reduce the amount of salt used when deicing.

### **F.4 Municipal Operations Waste Disposal**

**Year 5:** (milestones are being review and discussed with DuPage County's Public Works Department and Division of Transportation).

### **F.5 Flood Management/Assess Guidelines**

## **BMP: Watershed Plans/Hydraulic Modeling**

**Year 5:** Support County plans for the adoption of the Spring Brook No. 1 Watershed Plan and adoption of the St. Joseph Creek Watershed Plan.

**BMP: DPC Stormwater and Flood Plain Ordinance Updates**

**Year 5:** Continue to adopt revisions to the DuPage County Stormwater And Flood Plain Ordinance as necessary.

**BMP: Flood Control Projects**

**Year 5:** Support County plans for the following projects: Complete Phase II of the River Dumoulin Project  
Construct the Marion Hills/75<sup>th</sup> Street Basin Project  
Complete the installation of the Country Lakes Golf Course storm inlet to the new storm sewer system.  
Implement the recommendations in the Springbrook Creek Watershed Plan  
Execute contract that will provide for vegetative maintenance and enhancements at many of the County's existing flood control facilities.  
Construct the Busse Woods Dam Modifications Project.  
Construct the other NOAA projects.  
Construct the Huffman Street project in the Steeple Run Watershed.

**BMP: Community Audits for compliance with the DPC Countywide Stormwater and Flood Plain Ordinance**

**Year 5:** Support County efforts to randomly audit non-waiver, partial-waiver and complete waiver communities again in DuPage County for compliance with Appendix F.

**BMP: Floodplain Mapping using HSPF/FEQ/PVSTATS methodology**

**Year 5:** Support County plans for the following mapping projects: Salt Creek mainstem and its tributaries including Ginger, Sugar, Oak Brook Tributary, Bronswood Cemetary Tributary, Westwood Creek and Spring Brook.  
Steeple Run Tributary.  
Sawmill Creek Tributary.  
Kress Creek Tributary.  
Spring Brook No. 1 Tributary.  
Armitage Creek Tributary.

**BMP: FIRM Updates**

**Year 5:** Support County efforts to have corrected and updated DFIRM maps approved and adopted by FEMA.

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The City of West Chicago relies on DuPage County to satisfy some of West Chicago's permit obligations. City staff will work with County staff to ensure that requirements of the City's NDDDES permit are met.

## Annual Facility Inspection Report – Section F

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**A list of construction projects that the City of West Chicago has paid for during the reporting period.**

Location/Project Name	Start Date – End Date
2012 Street Program	Start September 2012, completed and finalized by October 2012
2012 Crack Sealing Program	Start August 2012, completed and finalized by October 2012
Sanitary Sewer Rehabilitation	Start January 1, 2012 - ongoing
2012 Clayton Street Reconstruction Project	Start June 2012, finish substantially by November 2012
2012 Old Heidelberg Collector Street Area Improvement Project	Start July 2012, finish substantially by September 2012
Combined 2012 Street Resurfacing and Sidewalk Maintenance Program	Start July 2012, finish substantially by September 2012
2012 North Factory Street Improvement	Start October 2012, Finished substantially by May 2012