



Illinois Environmental Protection Agency

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

Division of Water Pollution Control ANNUAL FACILITY INSPECTION REPORT

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

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

Report Period: From March, 2020 To March, 2021

Permit No. ILR40 0476

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

Name: Village of Winnetka Mailing Address 1: 1390 Willow Road
Mailing Address 2: _____ County: Cook
City: Winnetka State: IL Zip: 60093 Telephone: 847-716-3532
Contact Person: Emily Grimm Email Address: egrimm@winnetka.org
(Person responsible for Annual Report)

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

Village of Winnetka New Trier Township
Cook County

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 | ☐ | 4. Construction Site Runoff Control | ☐ |
| 2. Public Participation/Involvement | ☐ | 5. Post-Construction Runoff Control | ☐ |
| 3. Illicit Discharge Detection & Elimination | ☐ | 6. Pollution Prevention/Good Housekeeping | ☐ |

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:

James J. Bernahl, PE, CFM

Printed Name:

Date:

5/12/21
Director of Engineering

Title:

EMAIL COMPLETED FORM TO: 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

VILLAGE OF WINNETKA



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

**VILLAGE OF WINNETKA
2022 ANNUAL FACILITY INSPECTION REPORT
APRIL 2021 TO MARCH 2022 REPORTING PERIOD**

A. CHANGES TO BEST MANAGEMENT PRACTICES**Note:** X indicates BMPs performed as proposed in the MS4 Program NOI

✓ indicates changes to BMPs proposed

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

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

B. STATUS OF COMPLIANCE WITH PERMIT CONDITIONS

The Best Management Practices (BMPs), along with Measurable Goals and Milestones for the April 2021 – March 2022 reporting period are listed below. The Village has developed a Stormwater Management Plan and Notice of Intent that are posted on the Village's Stormwater Pollution Prevention webpage along with the program Annual Report.

BMP No. A1 Distributed Paper Material

The Village publishes a quarterly newsletter to all its residents. Copies of the newsletters are also available on the Village web site. The newsletter regularly contains articles on topics such as: the impacts of stormwater discharges on water bodies, the steps that the public can take to reduce pollutants in stormwater runoff, the hazards associated with illegal discharges and improper disposal of waste, and green infrastructure.

Measurable Goal(s): Continue to provide informational materials regarding NPDES-related topics in the form of articles for the quarterly newsletter.

Milestones: **Distribute newsletter that contains NPDES-related topics to all residents.**

BMP Status: Education/Outreach for Land Developers, Engineers and Other Professionals: The Village of Winnetka drafted and implemented a set of "Public Works and Engineering Guidelines" as part of the Year 1 and 2 requirements. The guidelines outline the requirements for construction and developments within the Village of Winnetka, including sewer discharge, storm water management, and soil erosion and sedimentation control, and are updated, as required. These guidelines are made available to all consulting engineering firms that do business within Winnetka, and to the public, for no charge. Building permits within the Village of Winnetka that include any disturbance of land are required to comply with the appropriate sections of these guidelines. The Guidelines were updated in January, 2009, to incorporate more "Green" storm water management techniques.

"Winnetka Report": The Village publishes a quarterly newsletter that periodically contains information about stormwater management. Previous newsletters can be found on the Village's website: [Winnetka, IL \(villageofwinnetka.org\)](http://villageofwinnetka.org).

BMP No. A6 Other Public Education

Information about the following items are available on the Village web site: pet waste management, proper disposal of household hazardous materials, water conservation practices for homeowners, leaf and yard waste, swimming pool cleaning and maintenance, residential storm water and flood plain management tips, safe disposal procedures for prescription drugs and sharps.

Measurable Goal(s): Information is available year-round. Website information is updated on a regular basis.

Milestones: **Continue to provide information on the Village web site.**

BMP Status: Public Library Reference Material: All information developed as part of BMP A.1 of this permit was and will continue to be made available to the library system. The information is also accessible via the Village of Winnetka website containing the “Winnetka Report”, the Village’s newsletter.

Pet Waste Management: Information regarding proper pet waste management is being provided to all residents obtaining a pet license throughout the duration of the NDPES Phase II permit and beyond.

Leaf and Yard Waste Management: Information regarding responsible lawn and garden care is being provided to all residents purchasing yard waste bags and tags throughout the duration of the NDPES Phase II permit and beyond. The information can also be found on the Village’s website under Public Works then the Seasonal Cleanups and Refuse Collection tabs.

Swimming Pool Cleaning and Maintenance: Information regarding responsible swimming pool cleaning and maintenance was provided to all residents.

Residential Storm Water and Flood Plain Management Tips: Information regarding Flood Plain Management can be found on the Village’s website under Public Works.

Safe Disposal Procedures for Prescription Drugs and Sharps: Information regarding safe disposal of sharps and prescription drugs can be found on the Village website under FAQs.

BMP No. B1 Public Panel

Annual presentation of MS4 program.

Measurable Goal(s): Develop, organize, and publicize an annual presentation of the MS4 program to residents, with opportunities for questions and discussion. This will be a public meeting as part of the Environmental & Forestry Commission.

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

BMP Status: The Environmental & Forestry Commission develops and discusses topics relating to storm water pollution prevention. These meetings are open to the public. Topics will be discussed at a frequency not to exceed twice a year.

BMP No. B6 Program Involvement

The Village is a Tree City USA community and does a yearly Arbor Day event with local schools about the importance of trees and the role they play in keeping the community healthy and clean

Measurable Goal(s): Hold an annual Arbor Day event, coordinated with local schools.

Milestones: **Hold Arbor Day event.**

BMP Status: The Engineering Department coordinates all proposed programs required for this permit. An in-person Arbor Day event was not held in 2021 due to COVID-19. Instead, the Engineering department gave away trees and educational materials, available to residents at Public Works.

BMP No. B7 Other Public Involvement

Stenciling is required for all public projects to inform the public that the storm inlets drain to natural water bodies.

Measurable Goal(s): Continue to require storm inlet stenciling for public projects.

Milestone: **Enforce stenciling requirement for public projects.**

BMP Status: Signage has been posted and maintained at the Lake Michigan and river outfall locations. The signage states the following information: "TO REPORT SUSPECTED NON-STORM WATER DISCHARGE, PLEASE CALL (847) 716-3568". Inspection and maintenance of these signs will continue throughout the subsequent years of this permit.

BMP No. C1 Storm Sewer Map Preparation

The Village has a GIS-based storm sewer map for the entire storm sewer system, including the location of all known outfalls. The map is updated continuously with Capital Improvement projects and storm sewer added with new development.

Measurable Goal(s): The Village will maintain and update the map as changes are made to the system.

Milestone: **Continue to maintain an up-to-date storm sewer map.**

BMP Status: The Village continues to maintain an up-to-date storm sewer map.

BMP No. C2 Regulatory Control Program

The Village Code effectively prohibits non-stormwater discharges into the storm sewer system. Sec. 15-26-120 prohibits discharge of any substances, materials, or waters that would have an adverse effect on the receiving water body or violate limits established by regulatory agencies.

Measurable Goal(s): The Village will enforce the ordinance.

Milestone: **Continue to enforce the ordinance.**

BMP Status: The “Public Works and Engineering Guidelines” have been developed and are being implemented through the permitting process. All applicable building permits will be required to dye test the sewer service system to ensure that there are no illicit connections to either the storm or sanitary sewer system.

BMP No. C3 Detection/Elimination Prioritization Plan

Periodic inspection and testing of the Village's storm sewer outfalls to both Lake Michigan and the Skokie River.

Measurable Goal(s): Priority #1: Lake Michigan Watershed; Priority #2: Skokie River Watershed; Priority #3: MWRD Watershed. Perform detection and elimination procedures starting with the largest discharge point and continue upstream. Outfalls are monitored annually. Outfalls are also inspected before, during, and after storm events.

Milestone: **Document results.**

BMP Status: The storm sewer outfalls for the Lake Michigan and Skokie River Watersheds are inspected annually. The inspections consist of the noting of both visual and odor indicators. The inspections will begin with the largest tributary discharge point. Should any suspicious indicators be present, the detection and elimination process will

continue upstream of that discharge point. A prioritization plan has been developed.

The Village of Winnetka performs, records and tracks results from the annual dry weather screening. Eighteen (18) total outfall inspections were performed in March, April, August, and October of 2021. Five (5) outfalls required maintenance which included clearing logs, removing trash, and mowing grass.

BMP No. C4 Illicit Discharge Tracing Procedures

Visual dry weather screening of storm sewer outfalls is performed every year according to the prioritization plan. A Village contact number is available for residents to report potential illicit discharges. Signage is posted at the Lake Michigan and river outfall locations with the following: "TO REPORT SUSPECTED NON-STORM WATER DISCHARGE, PLEASE CALL (847) 716-3568."

Measurable Goal(s): Conduct annually to identify non-storm water flows. Investigate suspicious discharges by tracing and eliminate them. Maintain informational signage.

Milestone: **Visually inspect outfalls; record results, trace, and eliminate. Maintain signage.**

BMP Status: Visual Dry Weather Screening: The Village of Winnetka and Winnetka Park District annually inspects each storm sewer outfall that drains into Lake Michigan and the Skokie River. Suspicious discharges will be investigated.

Community Hot Line: Signage has been posted at the Lake Michigan and river outfall locations. The signage states the following information: "TO REPORT SUSPECTED NON-STORM WATER DISCHARGE, PLEASE CALL (847) 716-3568". Maintenance of these signs will continue throughout the subsequent years of this permit.

Complaint Response: The response to flooding/drainage complaints will consist of visiting the site to determine the cause of the flooding, recording the results of the inspection and developing steps to resolve the situation. There were no reported illicit discharges during this reporting period.

BMP No. C5 Illicit Source Removal Procedures

Upon notification, the property owner will be required to correct the situation within a designated period of time. The property owner will be given two opportunities to correct the situation. If there is no compliance, a citation, with associated penalties, will be issued. The cost of the removal of the illicit connection will be the sole responsibility of the property owner.

Measurable Goal(s): Continue to notify, issue citations, and enact penalties as necessary.

Milestone: **Record and track illicit connections and subsequent removals.**

BMP Status: Illicit source removal procedures have been developed. Upon notification, the property owner will be required to correct the situation within a designated period of time. The property owner will be given two opportunities to correct the situation. If there is no compliance, a citation, with associated penalties, will be issued.

BMP No. C6 Program Evaluation and Assessment

The Village of Winnetka tracks, evaluates, and assesses the BMPs put into place to determine their effectiveness.

Measurable Goal(s): The program includes the following: annual dry weather screening, illicit discharge detection, illicit discharge elimination, illicit connection reports.

Milestone: **Track and record noted items.**

BMP Status: Dry Weather Screening: The Village of Winnetka performs, records and tracks results from the annual dry weather screening. Eighteen (18) total outfall inspections were performed on July 31 and December 1, 2020. Five (5) outfalls required maintenance which included clearing logs and mowing grass.

The Village of Winnetka tracks and records the number of illicit discharges detected and eliminated annually. The Village of Winnetka tracks and records the number of illicit connections and/or suspicious discharges reported annually. No illicit discharges were observed or reported during this reporting period.

BMP No. C7 Visual Dry Weather Screening

Visual inspections of the storm sewer outfalls during dry weather periods are conducted annually.

Measurable Goal(s): Conduct annually to identify non-storm water flows. Upon completion of the survey, areas with suspicious discharges are further investigated, traced, and eliminated.

Milestone: **Visually inspect outfalls, record results, and investigate suspicious discharges.**

BMP Status: The Village of Winnetka performs, records and tracks results from the annual dry weather screening, following the guidelines set forth in the USEPA's Draft Manual of Practice for the Identification of Illicit Connections.

The Village of Winnetka performs, records and tracks results from the annual dry weather screening. Eighteen (18) total outfall inspections were performed on July 31 and December 1, 2020. Five (5) outfalls required maintenance which included clearing logs and mowing grass.

BMP No. D1 Regulatory Control Program

Article 4 of the Cook County Watershed Management Ordinance addresses the reduction of pollutants in stormwater runoff from regulated land-disturbing activity. It states that all regulated developments shall incorporate erosion and sediment control practices into the initial site plan. Article 10 allows for the inspection of regulated sites. Article 12 defines the terms of enforcement for the ordinance.

Additionally, the Village's Public Works and Engineering Guide acts as the regulatory mechanism to regulate soil erosion and sedimentation control procedures on all development sites.

Measurable Goal(s): The Village will work collaboratively with MWRD to enforce the WMO provisions and Village PW/ENG Guide for soil erosion and sediment control.

Milestone: **Work collaboratively with MWRD to enforce the WMO provisions and Village PW/ENG Guide for soil erosion and sediment control.**

BMP Status: The Village of Winnetka developed, and is implementing the Village of Winnetka Public Works and Engineering Design Guidelines. Amendments and additions are made, as needed, to the guidelines.

BMP No. D2 Erosion and Sediment Control BMPs

The Village's PW/ENG Guide acts as the regulatory mechanism used to regulate erosion and sediment controls on construction sites.

Measurable Goal(s): Continually require appropriate soil erosion and sedimentation control measures for developments within the Village.

Milestone: **Continue to enforce the WMO and Village's PW/ENG guide.**

BMP Status: The Village of Winnetka has developed, and is implementing the Village of Winnetka Public Works and Engineering Design Guidelines.

All applicable building permits are required to implement site appropriate Soil Erosion and Sedimentation Control BMP's as part of the requirements set forth in the Village of Winnetka Public Works and Engineering Design Guidelines, for the duration of this permit and beyond. During the period of April 1, 2021 to March 31, 2022, 231 permits were issued in the Village of Winnetka.

BMP No. D3 Other Waste Control Program

Construction Site Waste Control, as outlined and required in the PW/ENG Guidelines, required by permitting.

Measurable Goal(s): Enforce the waste control measures throughout the Village.

Milestone: **Continue to enforce the guidelines.**

BMP Status: Construction Site Waste Control: The Village of Winnetka has developed, and is implementing the Village of Winnetka Public Works and Engineering Design Guidelines.

Under the Village of Winnetka Public Works and Engineering Design Guidelines, developers are not be permitted to discard building materials, deposit chemicals, litter or sanitary waste at the construction site, for the duration of this permit and beyond.

BMP No. D4 Site Plan Review Procedures

Under the Village's PW/ENG Guide, a Storm Water Pollution Prevention Plan (SWPPP) that is consistent with the required soil erosion and sedimentation control requirements will be reviewed as part of the permitting process. Requirements are outlined in the Guidelines.

Measurable Goal(s): Continue to review site plans proposed within the Village for compliance as related to site runoff and soil erosion and sedimentation controls. Do not issue permits until these items are satisfactorily addressed.

Milestone: **Continue to enforce Village guidelines through the plan review process.**

BMP Status: The Village of Winnetka has developed, and is implementing the Village of Winnetka Public Works and Engineering Design Guidelines.

Under the Village of Winnetka Public Works and Engineering Design Guidelines, a Storm Water Pollution Prevention Plan that is consistent with the required soil erosion and sedimentation control requirements will be reviewed as part of the permitting process, for the duration of this permit and beyond.

BMP No. D6 Site Inspection/Enforcement Procedures

Construction Site Inspection: construction sites are inspected on a regular basis for compliance with the PW/ENG guidelines.

Measurable Goal(s): Perform site inspections through the duration of the permit. Issue "stop work" orders when developers fail to implement or maintain prescribed BMPs and SWPPP until the situation is rectified.

Milestone: **Inspect sites for compliance with SE/SC guidelines and approved SWPPP.**

BMP Status: The Village of Winnetka has developed, and is implementing the Village of Winnetka Public Works and Engineering Design Guidelines.

Under the Village of Winnetka Public Works and Engineering Design Guidelines, construction sites will be inspected on a regular basis for compliance with Village Codes, for the duration of this permit and beyond.

During the period of April 1, 2021 to March 31, 2022, 231 permits were issued in the Village of Winnetka. All building permits issued triggered a site plan review and necessitated compliance with the Village's Public Works and Engineering Design Guidelines and/or Flood Hazard Protection Ordinance. The guidelines require the developer to employ all pertinent soil erosion and sedimentation control measures for the construction site, in addition to general grading, drainage and utility concerns.

Three (3) "stop work" orders (at 1290 Forest Glen, 1111 Spruce, and 1011 Willow) were issued when developers failed to implement or maintain prescribed BMPs and SWPPP

BMP No. E2 Regulatory Control Program

The Cook County Watershed Management Ordinance requires all construction sites disturbing a land area of 1/2 acre or greater to be regulated and will also regulate smaller projects in certain cases. The ordinance requires that all regulated construction sites have post-construction management that meets or exceeds the requirements of NPDES permit No. ILR10 including management practices, controls, and other provisions at least as protective as the requirements contained in the Illinois Urban Manual.

Measurable Goal(s): The Village will continue working collaboratively with the MWRDGC to enforce the County Ordinance.

Milestone: **The Village will continue working collaboratively with the MWRDGC to enforce the County Ordinance.**

BMP Status: The Village of Winnetka has developed, and is implementing the Village of Winnetka Public Works and Engineering Design Guidelines. The Village of Winnetka Public Works and Engineering Guidelines also incorporate storm water management related issues. Post-construction rate of runoff must be equal to or less than the pre-construction rate of runoff.

During the duration of the permit and beyond, these design elements will be required for permit.

BMP No. E3 Long Term O&M Procedures

The Village will develop and enforce long-term O&M procedures for maintaining private stormwater facilities, such as detention basins and drainage swales.

Measurable Goal(s): Develop long-term O&M procedures for private stormwater facilities and enforce them for private developments.

Milestone: **Develop long-term O&M procedures for private stormwater facilities.**

BMP Status: Illicit Discharge Detection: As outlined in Section C of this permit, the Village of Winnetka performs illicit discharge detection inspection.

BMP No. E4 Pre-Construction Review of BMP Designs

The Village reviews proposed site plans prior to issuing permits for development. Enforcement of soil erosion and sediment control measures starts at the reviewing stage. Site runoff is also considered as part of the reviewing process.

Measurable Goal(s): Continue to review site plans proposed within the Village for compliance with WMO and Village ordinances as related to site

runoff and soil erosion and sediment controls. Do not issue permits until these items are satisfactorily addressed.

Milestone: **Continue to enforce WMO and Village ordinances through the site review process.**

BMP Status: The Village of Winnetka has developed, and is implementing the Village of Winnetka Public Works and Engineering Design Guidelines.

The Village of Winnetka Public Works and Engineering Guidelines require that a Storm Water Pollution Prevention Plan be submitted for review and approval in conjunction with applicable building permits for the duration of this permit and beyond.

BMP No. E5 Site Inspections During Construction

Ongoing projects, both private and public, are inspected regularly by Village staff. Inspections are also performed in response to complaints received from the public. Insufficient erosion control measures are addressed promptly.

Measurable Goal(s): Continue to inspect construction sites for proper installation and maintenance of the BMPs, and respond to complaints.

Milestone: **Continue to inspect construction sites for proper installation and maintenance of the BMPs, and respond to complaints.**

BMP Status: The Village of Winnetka has developed, and is implementing the Village of Winnetka Public Works and Engineering Design Guidelines.

The Village of Winnetka Public Works and Engineering Guidelines require that construction sites implement the appropriate soil erosion and sedimentation control BMP's. If upon inspection, the Developer fails to implement or maintain their prescribed soil erosion and sedimentation control BMP's, a "Stop Work" order will be issued until the situation is corrected for the duration of the permit and beyond.

Three (3) "stop work" orders (at 1290 Forest Glen, 1111 Spruce, and 1011 Willow) were issued when developers failed to implement or maintain prescribed BMPs and SWPPP.

BMP No. E6 Post-Construction Inspections

All projects, both private and public, are inspected upon completion by Village staff. Grading, runoff controls, and erosion control measures that do not meet the approved plans are addressed promptly.

Measurable Goal(s): Continue to inspect construction sites upon completion to ensure proper installation of permanent runoff and erosion control BMPs.

Milestone: **Continue to inspect construction sites upon completion to ensure proper installation of permanent runoff and erosion control BMPs.**

BMP Status: Under the Village of Winnetka Public Works and Engineering Guidelines, site plan review for post-construction runoff control is performed as part of the building/demolition permit review process, for the duration of this permit and beyond.

The Village of Winnetka Public Works and Engineering Guidelines require Developers to submit an “As-Built” plan for review and approval, prior to the issuance of a Certificate of Occupancy. A site inspection is performed to ensure that the site has been properly stabilized and that all debris has been removed from the site and adjacent areas, for the duration of this permit and beyond.

BMP No. F1 Employee Training Program

Key staff involved in maintaining compliance with the requirements of the Village's General NPDES permit meet annually to discuss implementation of the Village's stormwater management program. Training for Village staff is incorporated into these annual coordination meetings. From time to time, select staff also receive training at seminars and workshops. Other training occurs less formally in an on-the-job fashion.

Measurable Goal(s): Annually provide Village employees with training on topics such as spill containment, maintenance of sewers and drainage ditches, SESC controls, salt storage, and illicit discharges.

Milestone: **Continue to incorporate stormwater pollution prevention training into regular Village staff coordination meetings.**

BMP Status: The Village provides annual NPDES training for staff. Training topics include how to contain spills, maintenance of sewers and drainage ditches, SESC controls, salt storage, and illicit discharges.

BMP No. F2 Inspection and Maintenance Program

The Village performs regular storm sewer maintenance of the public storm sewer system, including hydro-jetting and vacuuming the main and catch basins.

Measurable Goal(s): Clean approximately 20% of the system annually. Daily debris removal is measured and recorded.

Milestone: **Continue to maintain storm sewer system via hydro-jetting and vacuuming.**

BMP Status: On March 4, 2003, the Village of Winnetka adopted a Spill Response Plan, as drafted by the Village of Winnetka Fire Department. This is an Emergency Operations Plan that addresses spill response. As part of the response plan, the Village of Winnetka Public Works Department will be responsible for monitoring and controlling the materials entering the sewer systems and waste water treatment facilities, as well as the waterways.

BMP No. F3 Municipal Operations Storm Water Control

All fleet maintenance and washing is done in the Public Works garage. Floor drains are tributary to triple basin traps, which remove oil, grease, and sediment prior to discharging to the sanitary sewer system. Large debris is knocked off maintenance equipment in the Public Works yard prior to washing. This debris is promptly scraped from the pavement and equipment is then washed in a location where the smaller debris will be captured by an inlet filter basket or a catch basin. Road salt is stored in a covered shelter. Other materials that are stored outdoors and which could be carried with runoff into the storm sewer system are covered by a tarp when not in use. Lubricant and oil spills resulting from equipment maintenance are cleaned up using oil absorbing compounds to the maximum extent possible. Streets are swept regularly on a rotating basis.

Measurable Goal(s): Continue to implement good housekeeping practices at Village facilities.

Milestone: **Continue to implement good housekeeping practices at Village facilities.**

BMP Status: The Village of Winnetka performs routine storm sewer and storm structure cleaning, annually. Sections of the Village's sanitary sewer system are also cleaned annually. Approximately 25% of the Village's storm system and sanitary system are cleaned each year. The daily debris removal is recorded and tracked for each section of sewer and storm structure.

The total number of linear feet of storm sewer that was cleaned during this period was approximately 3,530 feet. The total number of catch basins/Manholes cleaned was 99.

The Village of Winnetka has approximately 1190 sanitary manholes that comprise our public sanitary sewer system. Of these 1190 manholes, 4 were repaired. 42,600 feet of sanitary sewer was cleaned and inspected. There are 8 lift stations (7 Storm Lift Stations and 1 Sanitary Lift Station) within the Village of Winnetka. All lift stations were inspected.

Streets were swept every two weeks (16 times a year), totaling in 1,728 curb miles of streets swept during the reporting period.

BMP No. F4 Municipal Operations Waste Disposal

The Village Public Works fleet washing station is enclosed with a triple basin connected to the sanitary sewer. Proper waste management is performed, including recycling programs at municipal facilities and covering waste containers when not in use.

Measurable Goal(s): Continue good housekeeping practices for waste from municipal operations, including the fleet washing station, including recycling programs at facilities, and covering waste containers when not in use.

Milestone: **Continue good housekeeping practices for municipal operations waste disposal.**

BMP Status: The vehicle wash bays for the Village of Winnetka Public Works Facility were completed in 2003. The wash bays are in an enclosed structure, with an interior drain to the sanitary system. All Village vehicle washing occurs in these wash bays.

BMP No. F5 Flood Management/Assess Guidelines

Enforcement of the Village's Flood Hazard Control Ordinance, via permitting and public education.

Measurable Goal(s): All permits for construction within the flood plain are reviewed for compliance to the flood ordinance, by the Village's Flood Plain Manager. All available information is provided and recorded for all permits and inquiries.

Milestone: **Continue to enforce the Village's Flood Hazard Control Ordinance.**

BMP Status: The Village continues to enforce the Flood Hazard Control Ordinance.

C. INFORMATION AND DATA COLLECTION RESULTS

The Village is an active member of the North Branch Watershed Workgroup (NBWW) and its regional watershed monitoring program. Outfalls are visually monitored during rain events. More information can be found on the NBWW website: [North Branch Chicago River Watershed Workgroup \(nbwwil.org\)](http://North Branch Chicago River Watershed Workgroup (nbwwil.org))

D. SUMMARY OF NEXT REPORTING PERIOD STORMWATER ACTIVITIES

A summary of the stormwater activities that are planned to be performed during the next reporting period (April 2022 – March 2023) is shown below:

BMP No. A1 Distributed Paper Material

The Village publishes a quarterly newsletter to all its residents. Copies of the newsletters are also available on the Village web site. The newsletter regularly contains articles on topics such as: the impacts of stormwater discharges on water bodies, the steps that the public can take to reduce pollutants in stormwater runoff, the hazards associated with illegal discharges and improper disposal of waste, and green infrastructure.

Measurable Goal(s): Continue to provide informational materials regarding NPDES-related topics in the form of articles for the quarterly newsletter.

Milestones: **Distribute newsletter that contains NPDES-related topics to all residents.**

BMP No. A6 Other Public Education

Information about the following items are available on the Village web site: pet waste management, proper disposal of household hazardous materials, water conservation practices for homeowners, leaf and yard waste, swimming pool cleaning and maintenance, residential storm water and flood plain management tips, safe disposal procedures for prescription drugs and sharps.

Measurable Goal(s): Information is available year-round. Website information is updated on a regular basis.

Milestones: **Continue to provide information on the Village web site.**

BMP No. B1 Public Panel

Annual presentation of MS4 program.

Measurable Goal(s): Develop, organize, and publicize an annual presentation of the MS4 program to residents, with opportunities for questions and discussion. This will be a public meeting as part of the Environmental & Forestry Division.

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

BMP No. B6 Program Involvement

The Village is a Tree City USA community and does a yearly Arbor Day event with local schools about the importance of trees and the role they play in keeping the community healthy and clean

Measurable Goal(s): Hold an annual Arbor Day event, coordinated with local schools.

Milestones: **Hold Arbor Day event.**

BMP No. B7 Other Public Involvement

Stenciling is required for all public projects to inform the public that the storm inlets drain to natural water bodies.

Measurable Goal(s): Continue to require storm inlet stenciling for public projects.

Milestone: **Enforce stenciling requirement for public projects.**

BMP No. C1 Storm Sewer Map Preparation

The Village has a GIS-based storm sewer map for the entire storm sewer system, including the location of all known outfalls. The map is updated continuously with Capital Improvement projects and storm sewer added with new development.

Measurable Goal(s): The Village will maintain and update the map as changes are made to the system.

Milestone: **Continue to maintain an up-to-date storm sewer map.**

BMP No. C2 Regulatory Control Program

The Village Code effectively prohibits non-stormwater discharges into the storm sewer system. Sec. 15-26-120 prohibits discharge of any substances, materials, or waters that would have an adverse effect on the receiving water body or violate limits established by regulatory agencies.

Measurable Goal(s): The Village will enforce the ordinance.

Milestone: **Continue to enforce the ordinance.**

BMP No. C3 Detection/Elimination Prioritization Plan

Periodic inspection and testing of the Village's storm sewer outfalls to both Lake Michigan and the Skokie River.

Measurable Goal(s): Priority #1: Lake Michigan Watershed; Priority #2: Skokie River Watershed; Priority #3: MWRD Watershed. Perform detection and elimination procedures starting with the largest discharge point and continue upstream. Outfalls are monitored annually. Outfalls are also inspected before, during, and after storm events.

Milestone: **Document results.**

BMP No. C4 Illicit Discharge Tracing Procedures

Visual dry weather screening of storm sewer outfalls is performed every year according to the prioritization plan. A Village contact number is available for residents to report potential illicit discharges. Signage is posted at the Lake Michigan and river outfall locations with the following: "TO REPORT SUSPECTED NON-STORM WATER DISCHARGE, PLEASE CALL (847) 716-3568."

Measurable Goal(s): Conduct annually to identify non-storm water flows. Investigate suspicious discharges by tracing and eliminate them. Maintain informational signage.

Milestone: **Visually inspect outfalls; record results, trace, and eliminate. Maintain signage.**

BMP No. C5 Illicit Source Removal Procedures

Upon notification, the property owner will be required to correct the situation within a designated period of time. The property owner will be given two opportunities to correct the situation. If there is no compliance, a citation, with associated penalties, will be issued. The cost of the removal of the illicit connection will be the sole responsibility of the property owner.

Measurable Goal(s): Continue to notify, issue citations, and enact penalties as necessary.

Milestone: **Record and track illicit connections and subsequent removals.**

BMP No. C6 Program Evaluation and Assessment

The Village of Winnetka tracks, evaluates, and assesses the BMPs put into place to determine their effectiveness.

Measurable Goal(s): The program includes the following: annual dry weather screening, illicit discharge detection, illicit discharge elimination, illicit connection reports.

Milestone: **Track and record noted items.**

BMP No. C7 Visual Dry Weather Screening

Visual inspections of the storm sewer outfalls during dry weather periods are conducted annually.

Measurable Goal(s): Conduct annually to identify non-storm water flows. Upon completion of the survey, areas with suspicious discharges are further investigated, traced, and eliminated.

Milestone: **Visually inspect outfalls, record results, and investigate suspicious discharges.**

BMP No. D1 Regulatory Control Program

Article 4 of the Cook County Watershed Management Ordinance addresses the reduction of pollutants in stormwater runoff from regulated land-disturbing activity. It states that all regulated developments shall incorporate erosion and sediment control practices into the initial site plan. Article 10 allows for the inspection of regulated sites. Article 12 defines the terms of enforcement for the ordinance.

Additionally, the Village's Public Works and Engineering Guide acts as the regulatory mechanism to regulate soil erosion and sedimentation control procedures on all development sites.

Measurable Goal(s): The Village will work collaboratively with MWRD to enforce the WMO provisions and Village PW/ENG Guide for soil erosion and sediment control.

Milestone: **Work collaboratively with MWRD to enforce the WMO provisions and Village PW/ENG Guide for soil erosion and sediment control.**

BMP No. D2 Erosion and Sediment Control BMPs

The Village's PW/ENG Guide acts as the regulatory mechanism used to regulate erosion and sediment controls on construction sites.

Measurable Goal(s): Continually require appropriate soil erosion and sedimentation control measures for developments within the Village.

Milestone: **Continue to enforce the WMO and Village's PW/ENG guide.**

BMP No. D3 Other Waste Control Program

Construction Site Waste Control, as outlined and required in the PW/ENG Guidelines, required by permitting.

Measurable Goal(s): Enforce the waste control measures throughout the Village.

Milestone: **Continue to enforce the guidelines.**

BMP No. D4 Site Plan Review Procedures

Under the Village's PW/ENG Guide, a Storm Water Pollution Prevention Plan (SWPPP) that is consistent with the required soil erosion and sedimentation control requirements will be reviewed as part of the permitting process. Requirements are outlined in the Guidelines.

Measurable Goal(s): Continue to review site plans proposed within the Village for compliance as related to site runoff and soil erosion and sedimentation controls. Do not issue permits until these items are satisfactorily addressed.

Milestone: **Continue to enforce Village guidelines through the plan review process.**

BMP No. D6 Site Inspection/Enforcement Procedures

Construction Site Inspection: construction sites are inspected on a regular basis for compliance with the PW/ENG guidelines..

Measurable Goal(s): Perform site inspections through the duration of the permit. Issue "stop work" orders when developers fail to implement or maintain prescribed BMPs and SWPPP until the situation is rectified.

Milestone: **Inspect sites for compliance with SE/SC guidelines and approved SWPPP.**

BMP No. E2 Regulatory Control Program

The Cook County Watershed Management Ordinance requires all construction sites disturbing a land area of 1/2 acre or greater to be regulated and will also regulate smaller projects in certain cases. The ordinance requires that all regulated construction sites have post-construction management that meets or exceeds the requirements of NPDES permit No. ILR10 including management practices, controls, and other provisions at least as protective as the requirements contained in the Illinois Urban Manual..

Measurable Goal(s): The Village will continue working collaboratively with the MWRDGC to enforce the County Ordinance.

Milestone: **The Village will continue working collaboratively with the MWRDGC to enforce the County Ordinance.**

BMP No. E3 Long Term O&M Procedures

The Village will develop and enforce long-term O&M procedures for maintaining private stormwater facilities, such as detention basins and drainage swales.

Measurable Goal(s): Develop long-term O&M procedures for private stormwater facilities and enforce them for private developments.

Milestone: **Develop long-term O&M procedures for private stormwater facilities.**

BMP No. E4 Pre-Construction Review of BMP Designs

The Village reviews proposed site plans prior to issuing permits for development. Enforcement of soil erosion and sediment control measures starts at the reviewing stage. Site runoff is also considered as part of the reviewing process.

Measurable Goal(s): Continue to review site plans proposed within the Village for compliance with WMO and Village ordinances as related to site runoff and soil erosion and sediment controls. Do not issue permits until these items are satisfactorily addressed.

Milestone: **Continue to enforce WMO and Village ordinances through the site review process.**

BMP No. E5 Site Inspections During Construction

Ongoing projects, both private and public, are inspected regularly by Village staff. Inspections are also performed in response to complaints received from the public. Insufficient erosion control measures are addressed promptly.

Measurable Goal(s): Continue to inspect construction sites for proper installation and maintenance of the BMPs, and respond to complaints.

Milestone: **Continue to inspect construction sites for proper installation and maintenance of the BMPs, and respond to complaints.**

BMP No. E6 Post-Construction Inspections

All projects, both private and public, are inspected upon completion by Village staff. Grading, runoff controls, and erosion control measures that do not meet the approved plans are addressed promptly.

Measurable Goal(s): Continue to inspect construction sites upon completion to ensure proper installation of permanent runoff and erosion control BMPs.

Milestone: **Continue to inspect construction sites upon completion to ensure proper installation of permanent runoff and erosion control BMPs.**

BMP No. F1 Employee Training Program

Key staff involved in maintaining compliance with the requirements of the Village's General NPDES permit meet annually to discuss implementation of the Village's stormwater management program. Training for Village staff is incorporated into these annual coordination meetings. From time to time, select staff also receive training at seminars and workshops. Other training occurs less formally in an on-the-job fashion.

Measurable Goal(s): Annually provide Village employees with training on topics such as spill containment, maintenance of sewers and drainage ditches, SESC controls, salt storage, and illicit discharges.

Milestone: **Continue to incorporate stormwater pollution prevention training into regular Village staff coordination meetings.**

BMP No. F2 Inspection and Maintenance Program

The Village performs regular storm sewer maintenance of the public storm sewer system, including hydro-jetting and vacuuming the main and catch basins.

Measurable Goal(s): Clean approximately 20% of the system annually. Daily debris removal is measured and recorded.

Milestone: **Continue to maintain storm sewer system via hydro-jetting and vacuuming.**

BMP No. F3 Municipal Operations Storm Water Control

All fleet maintenance and washing is done in the Public Works garage. Floor drains are tributary to triple basin traps, which remove oil, grease, and sediment prior to discharging to the sanitary sewer system. Large debris is knocked off maintenance equipment in the Public Works yard prior to washing. This debris is promptly scraped from the pavement and equipment is then washed in a location where the smaller debris will be captured by an inlet filter basket or a catch basin. Road salt is stored in a covered shelter. Other materials that are stored outdoors and which could be carried with runoff into the storm sewer system are covered by a tarp when not in use. Lubricant and oil spills resulting from equipment maintenance are cleaned up using oil absorbing compounds to the maximum extent possible. Streets are swept regularly on a rotating basis.

Measurable Goal(s): Continue to implement good housekeeping practices at Village facilities.

Milestone: **Continue to implement good housekeeping practices at Village facilities.**

BMP No. F4 Municipal Operations Waste Disposal

The Village Public Works fleet washing station is enclosed with a triple basin connected to the sanitary sewer. Proper waste management is performed, including recycling programs at municipal facilities and covering waste containers when not in use.

Measurable Goal(s): Continue good housekeeping practices for waste from municipal operations, including the fleet washing station, including recycling programs at facilities, and covering waste containers when not in use.

Milestone: **Continue good housekeeping practices for municipal operations waste disposal.**

BMP No. F5 Flood Management/Assess Guidelines

Enforcement of the Village's Flood Hazard Control Ordinance, via permitting and public education.

Measurable Goal(s): All permits for construction within the flood plain are reviewed for compliance to the flood ordinance, by the Village's Flood Plain Manager. All available information is provided and recorded for all permits and inquiries.

Milestone: **Continue to enforce the Village's Flood Hazard Control Ordinance.**

E. NOTICE OF RELIANCE ON ANOTHER GOVERNMENT ENTITY

The Village is not relying on another government entity to satisfy the requirements of the MS4 permit; however, the Village is an active member of the North Branch Watershed Workgroup and its regional watershed monitoring program.

F. CONSTRUCTION PROJECTS CONDUCTED DURING REPORTING PERIOD

For the period from April 2021 to March 2022, the Village initiated and/or completed the following construction projects:

- 2021 Street Rehabilitation Project
- Lincoln Avenue Streetscape
- Phase 4 Streetscape
- Birch/Elm Public Parking Lot