



## Village of Carol Stream

FRANK SAVERINO, SR., MAYOR • LAURA CZARNECKI, CLERK • JOSEPH E. BREINIG, MANAGER  
500 N. Gary Avenue • Carol Stream, Illinois 60188-1899  
(630) 665-7050 • FAX (630) 665-1064  
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June 1, 2017

Illinois Environmental Protection Agency, DWPC  
Compliance Assurance Section  
1021 North Grand Avenue East, POB 19276  
Springfield, IL 62794-9276

Re: Annual Report for NPDES Phase II MS4 General Stormwater Permit Year 14

Please find enclosed the Village of Carol Stream's Annual Report for the National Pollutant Discharge Elimination System Phase II MS4 General Stormwater Permit ILR40 for Permit Year 14. This report includes activities that were undertaken and achieved in conjunction with DuPage County and the Village of Carol Stream that have chosen to co-permit in a countywide effort for this permit program as requested by the Division of Water Pollution Control Permit Section.

The following list the County and Village's permit numbers as participating in the enclosed report of permit achievements for the 14<sup>th</sup> year of the permit term:

<u>ILR 40 MS4</u>	<u>Permit #</u>
County of DuPage	0502
Village of Carol Stream	0308

If you have any questions about the information contained within the attached Annual Report please give me a call at (630) 871-6220.

Sincerely,



James T. Knudsen, Director of Engineering Services

Enclosure

cc: Joe Breinig, Village Manager  
Bob Mellor, Assistant Village Manager  
Tia Messino, Assistant to the Village Manager  
Phil Modaff, Director of Public Works  
Bill Cleveland, Assistant Village Engineer



# 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, 2016 To March, 2017

Permit No. ILR40 0308

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

Name: Village of Carol Stream Mailing Address 1: 500 North Gary Avenue  
Mailing Address 2: \_\_\_\_\_ County: DuPage  
City: Carol Stream State: IL Zip: 60188 Telephone: 630-871-6220  
Contact Person: Jim Knudsen Email Address: jknudsen@carolstream.org  
(Person responsible for Annual Report)

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

DuPage County Carol Stream Park District

#### 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:

James T. Knudsen

Printed Name:

6/1/17  
Date:

Director of Engineering Services

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

**PUBLIC EDUCATION & OUTREACH**

***A.1: Distribution of Paper Material***

***Brief Description of BMP:***

Distribute paper and electronic materials to assist in providing information for programs, procedures, and research to residents and non-residents of Carol Stream. These paper materials provide information about various Village programs, including pond shoreline stream bank stabilization, the promotion of BMPs, and provide general guidance on how to improve water quality throughout the County.

***Measurable Goals, Including Frequencies:***

Number of paper and electronic documents distributed per year.

***Milestones – Year 1:***

Distribute the Village Newsletter, Happenings, and 1 brochure.

***Summary of Accomplishments***

Village Staff made 6 Village and DuPage County brochures available at the Engineering Services counter.

The Village published 1 article in the E-Stream Newsletter on various stormwater quality related topics.

The Village published 1 article in the Village Happenings newsletter on various stormwater quality related topics.

The Village provided 3 water billing messages on various stormwater quality related topics.

The Village distributed 2 Twitter tweets on various stormwater quality related topics.

The Village posted 14 Facebook posts on various stormwater quality related topics.

***Assessment***

The Village achieved its milestone and believes the addition of social media helped to achieve the MEP for this BMP.

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## ***Annual Facility Inspection Report – Section B***

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

#### ***Brief Description of BMP:***

Invite interested parties to speaking engagements as an additional means to provide the public with information on stormwater related issues and procedures.

#### ***Measurable Goals, Including Frequencies:***

Number of speaking engagements held per year.

#### ***Milestones – Year 1:***

Send invitations for 1 speaking engagement.

#### ***Summary of Accomplishments***

Village Engineer presented at The Conservation Foundation’s “Beyond the Basics 2016: The Devil’s in the Details” Stormwater Management Conference on September 14, 2016. The presentation was titled “Sow Now – Reap Later: Results Don’t Take As Long & Cost As Much As You Think” and focused on maintenance of the Village’s naturalized shorelines of the stormwater management facilities.

The Public Works Director presented at a DuPage Mayors and Managers Conference workshop on September 26, 2016, titled “Road Salt Level of Service”.

The Public Works Director and Streets Supervisor presented at a local Rotary Club meeting on September 27, 2016, regarding the Carol Stream Snow & Ice Removal Program, including a discussion of salt usage and conservation policies and practices and the impact of chlorides in local waterways.

The Public Works Director presented at a DuPage River Salt Creek Workgroup (DRSCW) monthly meeting in October 26, 2016 titled “Rethinking Winter Roads Policy in Carol Stream”.

Village Engineer attended a Tall Oaks Home Owner’s Association meeting where he provided information on wetland regulations, maintenance and management, as well as answered questions. (Week of 01/27/2017)

#### ***Assessment***

Each engagement was well attended and they were spread throughout a mix of audiences including technical experts, public officials, and homeowners, which the Village believes helped to maximize this BMP’s effectiveness.

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

#### ***Brief Description of BMP:***

Prepare and release Public Service Announcements to inform Village residents of issues regarding storm water management and water quality.

#### ***Measurable Goals, Including Frequencies:***

Number of Public Service Announcements released each year.

#### ***Milestones – Year 1:***

Prepare and release 1 Public Service Announcement.

#### ***Summary of Accomplishments***

The Village posted a video (06/09/2016) of its program to replace turf grass areas with a pollinator meadow mix. The link to the video was provided on the “Green Carol Stream – Native Prairies, Wetlands & Ponds” webpage and advertised via social media channels.

Village Trustee McCarthy read a proclamation designating June 20-26, 2016 as Pollinator Week.

Village Trustee McCarthy read a proclamation observing 2016 Earth Day.

Edith Makra presented the Certificate of Appreciation – Region for Sustainable Achievement to the Village on April 18, 2016.

Village Trustee Schwarze read a proclamation recognizing Arbor Day on April 29, 2016.

Resolution No. 2870 endorsing the Metropolitan Mayors Caucus’ Greenest Region Compact 2 (April 18, 2016).

The Village prepared and distributed 4 News Releases on various stormwater quality relevant topics.

Village Staff prepared 3 notices on various stormwater quality relevant topics and broadcast them on our public access channel #6.

The Village broadcast 6 messages on various stormwater quality relevant topics on the Gary Avenue electronic sign.

#### ***Assessment***

The Village believes that the several public notices exceeded its NOI milestone by providing the public information on a variety of stormwater related topics.

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

#### ***Brief Description of BMP:***

Plan, organize, and conduct community events to inform residents on issues regarding stormwater management and water quality.

#### ***Measurable Goals, Including Frequencies:***

Number of community events held per year.

#### ***Milestones – Year 1:***

Plan, organize, and conduct 1 community event.

#### ***Summary of Accomplishments***

The Village held its annual Pond & Stream Sweep on Saturday, May 21<sup>st</sup>, 177 volunteers from 23 groups removed approximately 4,660 lbs. of trash and debris from 25 miles of shorelines along 22 ponds and stream sections. Our Pond & Stream Sweep was held in coordination with The Conservation Foundation and the DuPage County Stormwater Management Division.

A Waste Water Treatment Plant Open House was held in October 2016 that saw over 200 attendees tour the state-of-the-art facility and actively participate in the environmental and conservation education efforts hosted by participating agencies. The event included guided tours of the plant, educational demonstrations in the lab, storm water and environmental information tables staffed by representatives of The Conservation Foundation and local Library District. Materials were also made available by the provider of local mosquito abatement services (Clarke).

#### ***Assessment***

Both the Pond & Stream Sweeps and the Waste Water Treatment Plant Open House are annual events that were well attended this year. The Village considers these to be the most effective BMP for Public Education & Outreach.

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

#### ***Brief Description of BMP:***

Continue updating the Village's stormwater webpage as needed when new information becomes available.

#### ***Measurable Goals, Including Frequencies:***

Update the Village's stormwater webpage, as needed.

#### ***Milestones – Year 1:***

Update the Village's stormwater webpage, as needed.

#### ***Summary of Accomplishments***

Uploaded Annual Report – Year 13 to the stormwater management webpage to stay compliant with our NPDES IRL40 MS4 permit.

#### ***Assessment***

The out-of-date formatting of the Village's website probably reduces the effectiveness of this BMP by limiting the design and type of content that can be displayed. The Village's Administration will be pursuing a contract to update the Village's website format, from which this BMP will likely benefit.

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**PUBLIC INFORMATION/INVOLVEMENT**

***B.3: Stakeholder Meeting***

***Brief Description of BMP:***

Attend stakeholder meetings that provide the opportunity for individuals and groups of people with a vested interest in stormwater management and water quality to exchange ideas and goals.

***Measurable Goals, Including Frequencies:***

The number of stakeholder meetings attended per year.

***Milestones – Year 1:***

Attend 1 stakeholder meeting.

***Summary of Accomplishments***

Village Staff regularly attended DuPage County’s Municipal Engineers Group meetings.

Village Staff regularly attended the bi-monthly DRSCW meetings, as well as meetings of the “Projects” subcommittee and “Chlorides and Winter Management” subcommittee. Village Engineer served as chairman of the latter subcommittee.

Engineering attended the DuPage County Watershed Stakeholders Meeting for both the Klein Creek Watershed Plan & Winfield Creek Watershed Plan on March 2, 2017.

***Assessment***

The above groups continued to be well attended and have been able to maintain active engagement from its members. The Village considers both to be the most effective groups in the area at addressing water quality of our local waterbodies.



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

#### ***Brief Description of BMP:***

Conduct public hearings or meetings to allow for public comment and involvement. These meetings afford the opportunity for concerned citizens to gain insight into the different stormwater policies, procedures, regulations, programs, and initiatives. Public hearings can be in the form of information meetings for private as well as public projects, Plan Commission and Zoning Board of Appeals meetings, Village Board meetings or committee meetings.

#### ***Measurable Goals, Including Frequencies:***

The number of public hearings or meetings conducted per year.

#### ***Milestones – Year 1:***

Conduct 1 public hearing or meeting.

#### ***Summary of Accomplishments***

A public hearing on the annual budget for the 2016-2017 Fiscal Year beginning May 1, 2017 was conducted at the April 18, 2016 board meeting. Included in the annual budget are capital improvement projects related to stormwater management.

Village Engineer presented to the Plan Commission / Zoning Board of Appeals on stormwater management and wetlands. (Week of 01/27/2017)

Presented Ordinance No. 2016-06-29 concerning the adoption of a comprehensive plan for the Village at June 6, 2016 Village Board Meeting.

The Snow & Ice Control Plan was presented at a workshop on November 21, 2016 and was amended based on feedback from the Village Board.

#### ***Assessment***

The Village believes that the several public hearings conducted exceeded its NOI milestone by providing several opportunities for public comment on a variety of stormwater related topics.

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### ***B.6: Program Involvement***

#### ***Brief Description of BMP:***

Public involvement during annual assessment of the Village's Storm Water Management Program.

#### ***Measurable Goals, Including Frequencies:***

Provide the public with an opportunity to review and offer comments during annual assessment of the Village's Storm Water Management Program.

#### ***Milestones – Year 1:***

Annual assessment of the Village's Storm Water Management Program.

#### ***Summary of Accomplishments***

No changes were made to our Storm Water Management Program policies or procedures.

Created and filled a new position in the Engineering Department titled Stormwater Administrator.

#### ***Assessment***

The Village has continued to improve upon the BMP's within its SWMP, but it has not officially documented said improvements due to staffing issues. The hiring of the Stormwater Administrator has increased staffing availability and allowed to the Village to begin rectifying this deficiency.

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

#### ***Brief Description of BMP:***

Create opportunities for Village residents or businesses to become involved in stormwater activities.

#### ***Measurable Goals, Including Frequencies:***

The number of opportunities created for public involvement in stormwater activities per year.

#### ***Milestones – Year 1:***

Create 1 opportunity for public involvement in storm water activities.

#### ***Summary of Accomplishments***

Public Works administered an Adopt-a-Highway program that achieved participation from 5 volunteer groups that cleaned over 10 miles of parkway on 4 separate occasions.

Week of February 3, 2017, 339 pounds of prescription medications were delivered to the County Health Department for disposal. Week of August 26, 2016, 493 pounds were collected and delivered.

Public Works worked with students from Glenbard North High School's Green Panthers Club on the installation of a pollinator field in an unused area of the Village's Water Reclamation Center property. Students selected the see mixture from among several options prepared by the project landscaper. The landscaper also talked with the students about the need for and value of native pollinator projects and what they can expect to observe of the next several years and beyond. Students also helped with the planning and installation of benches, a mulch walking path, and educational signage.

Public Works coordinated a tree planting at Evergreen Elementary School as part of Arbor Day on April 29, 2016.

#### ***Assessment***

The Village considers this year's Adopt-a-Highway program to be moderately successful. The Village considers this year's pharmaceutical recycling to be highly successful. The pollinator project with local students was also deemed to be successful and could be a model for future public involvement activities with students.

**ILLICIT DISCHARGE DETECTION & ELIMINATION**

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

***Brief Description of BMP:***

Maintain Village Storm Sewer System Mapping.

***Measurable Goals, Including Frequencies:***

Update the Village's Storm Sewer System Map as needed and provide to DuPage County Illicit Discharge Detection and Elimination Program.

***Milestones – Year 1:***

Update storm sewer system map as needed.

***Summary of Accomplishments***

Storm sewers based on approved record drawings from several completed private developments were added to the map.

A separate GIS layer was created in order to start tracking both public and privately owned stormwater detention facilities.

***Assessment***

The Village's location of both public and private storm sewer structures and outfalls is estimated to be approximately 90% complete. The storm sewer pipes between the structures is estimated to be approximately 66% complete. The public and private stormwater detention facilities map is estimated to be 75% complete.

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***C.2: Regulatory Control Program***

***Brief Description of BMP:***

Review and, if needed, amend the Village’s Illicit Discharge Detection and Elimination Ordinance when changes are made.

***Measurable Goals, Including Frequencies:***

Annual review and amendment, if needed, to the Village’s Illicit Discharge and Elimination Ordinance.

***Milestones – Year 1:***

Review and, if needed, amend the Village’s Illicit Discharge Detection and Elimination Ordinance.

***Summary of Accomplishments***

A review of the Ordinance did not result in any revisions during this reporting period.

***Assessment***

The Village believes that the current IDDE Ordinance is sufficient.

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

***Brief Description of BMP:***

DuPage County is preparing and implementing a Detection/Elimination Prioritization Plan. The Village will continue to work with the Municipal Engineer's Advisory Group to provide feedback and direction to the Plan.

***Measurable Goals, Including Frequencies:***

Participate in periodic Municipal Engineer Advisory Group Meetings.

***Milestones – Year 1:***

Attend scheduled meetings.

***Summary of Accomplishments***

Village Engineering staff has attended several Municipal Engineer Advisory Group Meetings. No feedback or direction on the Plan was requested by the County during this reporting period.

***Assessment***

The Village believes the current Detection/Elimination Prioritization Plan is adequate.

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

#### ***Brief Description of BMP:***

DuPage County is performing illicit discharge detection and tracing for the Village.

#### ***Measurable Goals, Including Frequencies:***

Trace potential illicit discharges to their source according to protocol in the Detection/Elimination Prioritization Plan.

#### ***Milestones – Year 1:***

Trace potential illicit discharges as needed, per prioritization plan.

#### ***Summary of Accomplishments***

DuPage County Stormwater notified Engineering about a sewage odor complaint they received. The Fire Protection District was called out to Jay Stream Middle and Carol Stream Elementary schools concerning the odors. School District 93 sent an email notice to parents addressing the odors, which appear to have triggered the inquiry from the County. The Fire District and Public Works did not detect any odors from the WRC or sanitary sewer system. The WRC was functioning without problems and there were no reports or observations of sanitary sewer overflow. Unfortunately, we were the last entity advised about the odor. Appropriate documentation was completed for what appeared to be a non-event. (Week of 01/20/2017)

#### ***Assessment***

The Village was able to trace and resolve all illicit discharges detected during this reporting period.

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

#### ***Brief Description of BMP:***

Use education and, if necessary, legal remedies to seek elimination of illicit discharges detected by DuPage County.

#### ***Measurable Goals, Including Frequencies:***

Eliminate detected illicit discharges, per ordinance requirements.

#### ***Milestones – Year 1:***

Track illicit discharge elimination activities performed by the Village.

#### ***Summary of Accomplishments***

Violation Notice sent on June 9, 2016 to Kowalski Materials, 195 Kehoe Boulevard, Unit #1. The owner made changes to their clean-up process and plumbing. Compliance was verified in two follow-up visits by the Director of Public Works.

Violation Notice sent to 400 Barton Place. Violator was a mobile cleaning service, so no follow-up inspections were performed.

#### ***Assessment***

The Village received compliance from all illicit dischargers during this reporting period.



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***C.6: Program Evaluation & Assessment***

***Brief Description of BMP:***

Track elimination status of illicit discharges detected by DuPage County.

***Measurable Goals, Including Frequencies:***

Elimination status of illicit discharges detected by DuPage County, with rationale for any illicit discharges not yet eliminated and refined protocol as appropriate.

***Milestones – Year 1:***

Perform in association with Annual Report.

***Summary of Accomplishments***

No illicit discharges detected by DuPage County were reported to the Village.

***Assessment***

The Village considers its IDDE BMP program to be functioning appropriately.

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

#### ***Brief Description of BMP:***

DuPage County is performing visual dry weather screening for the Village.

#### ***Measurable Goals, Including Frequencies:***

Perform dry weather screening according to the schedule, protocol in the Detection/Elimination Prioritization Plan.

#### ***Milestones – Year 1:***

Perform dry weather screening, per prioritization plan.

#### ***Summary of Accomplishments***

Village staff and consultants performed several dry-weather screenings of outfalls in Klein Creek between Lies Road and North Avenue, Thunderbird Creek between Gary Avenue and Klein Creek confluence, and Kehoe Ditch between Gerzevske Lane and Gary Avenue during its streambank stabilization assessment and Klein Creek Stream Maintenance project. At no point were any abnormal discharges detected.

#### ***Assessment***

A significant portion of the Village's industrial area discharges into the outfalls that were screened as noted above. The lack of any detected discharge appears to indicate the Village is successfully obtaining compliance from its industrial owners.

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**CONSTRUCTION SITE RUNOFF CONTROL**

***D.1: Regulatory Control Program***

***Brief Description of BMP:***

Carol Stream fully regulates construction site stormwater runoff control per the DuPage County County-wide Storm Water and Flood Plain Ordinance, as adopted through the Village's Storm Water Ordinance.

***Measurable Goals, Including Frequencies:***

Amend, if needed, the Village Storm Water Ordinance to fully comply with DuPage County County-wide Storm Water and Flood Plain Ordinance.

***Milestones – Year 1:***

If needed, amend the Village Storm Water Ordinance.

***Summary of Accomplishments***

No amendments were necessary during the reporting period.

***Assessment***

The Village believes that the County ordinance is sufficient and no further additions via a Village ordinance are necessary at this time.

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### ***D.2: Erosion & Sediment Control BMPs***

#### ***Brief Description of BMP:***

Require construction site operators to apply erosion and sediment control BMPs, as appropriate, from the DuPage County Water Quality BMP Manual.

#### ***Measurable Goals, Including Frequencies:***

Attend and apply periodic training on the DuPage County Erosion and Sediment Control BMPs.

#### ***Milestones – Year 1:***

Attend annual training.

#### ***Summary of Accomplishments***

Engineering staff member attended the “Certified Professional in Erosion and Sediment Control Review Seminar” on November 17, 2016.

The Village Engineer attended the seminar titled “There’s an App for That: Optimizing Field Operations with GIS” on August 29, 2016 at the APWA PWX in Minneapolis, MN.

The Village Engineer attended the seminar titled “There’s an App for That: Leveraging Mobile Technology for Field Inspection” on August 30, 2016 at the APWA PWX in Minneapolis, MN.

#### ***Assessment***

The recently hired Stormwater Administrator and the Village Engineer attended training and provided advice and direction to inspectors regarding their field inspections. The Village considers this to be sufficient for this reporting period.

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### ***D.3: Other Waste Control Program***

#### ***Brief Description of BMP:***

Require construction site operators to apply construction waste control BMPs, as appropriate, from the DuPage County Water Quality BMP Manual.

#### ***Measurable Goals, Including Frequencies:***

Attend and apply periodic training on the DuPage County Waste Control Program.

#### ***Milestones – Year 1:***

Attend annual training.

#### ***Summary of Accomplishments***

The Village Engineer attended the seminar titled “Public Works Summit Day Two: Trends and Solutions for Stormwater Management” on August 30, 2016 at the APWA PWX in Minneapolis, MN.

The Village Engineer attended the seminar titled “Green Infrastructure Along the Illinois Tollway: Concepts and Challenges of Roadside BMP Design & Management Landscape Planning as if Long Term Management Matters” on September 14, 2016 at the Beyond the Basics 2016 Stormwater Management Conference.

The Village Engineer attended the seminar titled “Details of Success: Designing & Constructing Green Infrastructure to Maximize Project Benefits” on September 14, 2016 at the Beyond the Basics 2016 Stormwater Management Conference.

The Assistant Village Engineer attended the seminar titled “MS4 New Permit Requirements” on May 19, 2016 at an APWA event.

#### ***Assessment***

Staff did not attend a specific class on the DuPage County Waste Control Program, but the listed trainings provided similar information that the Village considers as sufficient for the current reporting year.

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

#### ***Brief Description of BMP:***

Review storm water pollution prevention plans (SWPPPs) for compliance with the Village's Storm Water Ordinance.

#### ***Measurable Goals, Including Frequencies:***

Reviews of SWPPPs for compliance with the Village's Storm Water Ordinance, as required.

#### ***Milestones – Year 1:***

Review SWPPPs for compliance with the Village's Storm Water Ordinance and document number of reviews.

#### ***Summary of Accomplishments***

The Village issued 9 DuPage County Stormwater Management Certifications, which required a review of the SWPPP before issuance.

#### ***Assessment***

The Village's engineering consultant, Christopher Burke Engineering, used a team with extensive experience to review the plans prior to issuance of the stormwater certification. The Village believes that using the consultant maximized the Village's ability to perform a thorough review.

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

#### ***Brief Description of BMP:***

Investigate and resolve construction project related drainage and storm water complaints through the Village's Citizen Service Request (CSR) process.

#### ***Measurable Goals, Including Frequencies:***

Number of CSRs processed per year.

#### ***Milestones – Year 1:***

Process CSRs involving storm water complaints.

#### ***Summary of Accomplishments***

Public Works received, investigated, and resolved 15 drainage and storm water issues through the Village's CSR system, of which 3 resulted in generation of a work order for follow-up work (all completed).

Engineering received, investigated, and resolved 29 CSR's related to drainage issues or sump pumps. No work orders were generated.

#### ***Assessment***

None of the recorded CSR's were related to on-going construction because these types of complaints were resolved quickly by one of the Village's inspectors.

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

#### ***Brief Description of BMP:***

Perform SWPPP site inspections and seek to gain voluntary compliance if a violation exists. If necessary, proceed with enforcement actions per Village Stormwater Ordinance.

#### ***Measurable Goals, Including Frequencies:***

SWPPP site inspections performed per year.

#### ***Milestones – Year 1:***

Perform and record SWPPP site inspections and where a violation exists seek to gain voluntary compliance. If necessary proceed with enforcement actions.

#### ***Summary of Accomplishments***

The Village's 2 inspectors performed and documented 31 SWPPP inspections during the reporting period. There were no instances of non-compliance recorded.

#### ***Assessment***

The Village believes that its 2 inspectors was sufficient staffing to adequately perform this BMP.



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***POST CONSTRUCTION RUNOFF CONTROL***

***E.1: Community Control Strategy***

***Brief Description of BMP:***

Carol Stream will utilize the control strategies as outlined in the DuPage County Ordinance, the Carol Stream Stormwater Ordinance, and the West Branch DuPage River Watershed Management Ordinance.

***Measurable Goals, Including Frequencies:***

As updates are made to the County Stormwater Ordinance and the West Branch DuPage River Watershed Management Ordinance, update the Carol Stream Stormwater Ordinance.

***Milestones – Year 1:***

If needed, amend the Village Stormwater Ordinance.

***Summary of Accomplishments***

No revisions have been made to the County Stormwater Ordinance or the West Branch DuPage River Watershed Management Ordinance.

***Assessment***

The Village believes the current ordinance is sufficient to achieve the minimum control measure to the MEP.

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

#### ***Brief Description of BMP:***

Carol Stream fully regulates post-construction runoff control per the DuPage County County-wide Storm Water and Flood Plain Ordinance and the West Branch DuPage River Watershed Management Ordinance, as adopted through the Village's Storm Water Ordinance.

#### ***Measurable Goals, Including Frequencies:***

Amend, if needed, the Village Storm Water Ordinance to fully comply with DuPage County County-wide Storm Water and Flood Plain Ordinance and the West Branch DuPage River Watershed Management Ordinance.

#### ***Milestones – Year 1:***

If needed, amend the Village Storm Water Ordinance.

#### ***Summary of Accomplishments***

No revisions have been made to the DuPage County County-wide Storm Water and Flood Plain Ordinance or the West Branch DuPage River Watershed Management Ordinance.

#### ***Assessment***

The Village believes the current ordinance is sufficient to achieve the minimum control measure to the MEP.

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

#### ***Brief Description of BMP:***

Continue to require and accept storm water management and conveyance easements per the Village's Storm Water Ordinance.

#### ***Measurable Goals, Including Frequencies:***

Acceptances of required storm water management and conveyance easements.

#### ***Milestones – Year 1:***

Require and accept storm water management and conveyance easements per the Village's Storm Water Ordinance and document the number of acceptances.

#### ***Summary of Accomplishments***

Resolution No. 2919 Accepting a Grant of Storm Water Management and Conveyance Easement (100 Mercedes Drive – Mercedes Benz USA) on January 17, 2017.

Resolution No. 2878 Accepting a Grant of Storm Water Management and Conveyance Easement (170 W. North Avenue – Pilot Fueling Center & Restaurant) on June 6, 2016.

#### ***Assessment***

The Village believes its process for obtaining easements is sufficient to satisfy this BMP.

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### ***E.4: Pre-construction Review of BMP Designs***

#### ***Brief Description of BMP:***

Perform site plan reviews for BMP compliance with the Village's Storm Water Ordinance.

#### ***Measurable Goals, Including Frequencies:***

Reviews of site plans for BMP compliance with the Village's Storm Water Ordinance.

#### ***Milestones – Year 1:***

Review site plans for BMP compliance with the Village's Storm Water Ordinance and document number of reviews.

#### ***Summary of Accomplishments***

The Village issued 9 DuPage County Stormwater Management Certifications, which required a review of site plans for BMP compliance before issuance.

#### ***Assessment***

The Village's engineering consultant, Christopher Burke Engineering, used a team with extensive experience to review the plans prior to issuance of the stormwater certification. The Village believes that using the consultant maximized the Village's ability to perform a thorough review.

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

#### ***Brief Description of BMP:***

Perform periodic site inspections during construction to determine if post-construction BMPs are properly installed per the Village Stormwater Ordinance.

#### ***Measurable Goals, Including Frequencies:***

Construction site visits per year.

#### ***Milestones – Year 1:***

Perform and record site inspections during construction and where violations exist, seek to gain voluntary compliance. If necessary, proceed with enforcement actions.

#### ***Summary of Accomplishments***

The Village employed 2, full-time inspectors during the reporting period. One inspector was assigned to every project that received a stormwater management certification and their responsibility was to make regular site visits during construction to ensure compliance.

The Village maintained an amount on the applicant's security based on an estimate of the cost for the establishment period of their vegetative BMP's on the Pilot Flying J (170 W. North Avenue).

#### ***Assessment***

The Village believes that its 2 inspectors was sufficient staffing to adequately perform this BMP.

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

#### ***Brief Description of BMP:***

Perform post-construction BMP site inspections and retain securities until violations are resolved.

#### ***Measurable Goals, Including Frequencies:***

BMP site inspections performed per year.

#### ***Milestones – Year 1:***

Perform and record construction BMP site inspections and retain securities until violations are resolved.

#### ***Summary of Accomplishments***

Engineering staff met with representatives from the Wheaton Christian Center. Their detention facility was overflowing into their parking lot. Staff provided them with a record drawing of their stormwater system and informed them that the outlet to the detention facility was completely clogged with debris. The Church hired a contractor to clear the pipe prior to installation of their new parking lot. (Week of May 27, 2016)

The Mayor and Engineering met with the Tall Oaks Homeowner's Association Board to discuss issues related to the three ponds they maintain. (Week of July 22, 2016). Public Works assisted the HOA by removing accumulated brush from one outfall. (Week of August 5, 2016)

Engineering placed the property owner at 245 E Fullerton Avenue on notice the week of July 22, 2016 that their detention basin berm has severely eroded and could fail causing downstream damage. The owner completed the repairs by September 2, 2016.

#### ***Assessment***

The Village was able to obtain compliance for the violations noted above. The additional engineer added to the staff has increased the Village's ability to perform site inspections.

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### **POLLUTION PREVENTION/GOOD HOUSEKEEPING**

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

##### ***Brief Description of BMP***

Carol Stream will utilize cooperative efforts by DuPage County as identified in Attachment 2 to meet this minimum control measure, along with DuPage County's NOI. See DuPage County's website Water Quality / Stormwater Permit section for a description of their BMPs, control measures, measurable goals, and milestones.

##### ***Measurable Goals, Including Frequencies:***

Provide annual training to staff utilizing materials developed by DuPage County.

##### ***Milestones – Year 1:***

Provide annual training to staff.

##### ***Summary of Accomplishments***

Engineering was actively engaged in the DuPage River Salt Creek Workgroup (DRSCW) and Illinois Environmental Protection Agency (IEPA) TMDL meetings serving on the Chloride Reduction and Education Committee and the Projects Committee.

Operation of the Water Reclamation Center (WRC) is contracted to CH2M, who conducted their annual training on the WRC's Storm Water Plan for 6 employees in April 2016.

(See training table below for Public Works)

##### ***Assessment***

The Village's Engineering and Public Works supervisors attended several trainings on general pollution prevention and Public Works staff receive extensive training on winter operations that address chloride pollutants. Staff below the supervisor level would benefit from additional training on general pollution prevention measures.

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<b>Training Description</b>	<b>Date</b>	<b>Hours</b>	<b>Attendees</b>	<b>Comment</b>
APWA Snow & Ice Leadership Conference	9/8/2016	7.5	5	management staff
Salt Spreader Controls: Calibration and maintenance	11/10/2016	3	14	in-house vendor training
Disaster Management: Water and Wastewater	11/9/2016	8	2	Crew leaders
Disaster Management: Water and Wastewater	11/10/2016	8	2	Crew leaders
Disaster Management: Water and Wastewater	7/8/2016	8	1	Supervisor
Disaster Management: Water and Wastewater	7/9/2016	8	1	Supervisor
Green Infrastructure Design & Management	11/30/2016	1	4	Director
MS4 Compliance Audit Seminar	3/16/2016	1.5	1	Director
Private Property I/I Reduction -- Policy, Funding, Outreach	4/6/2016	2	1	Director
Stormwater Management, Chlorides and Raingardens	7/19/2016	2	1	Management Analyst
West Nile Virus and Larvicide Training	4/21/2016	1.5	1	Director
Winter Tree Protection	7/27/2016	4	1	
Mower Safety and Operations	4/21/2016	3.5	2	
Snow and Ice Plan Training	11/16/2016	5	23	In-house operations staff



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### ***F.2: Inspection & Maintenance Program***

#### ***Brief Description of BMP***

Inspect and maintain Village facilities, right-of-way, and stormwater systems according to protocol in Village's Stormwater Management Program (SWMP) Plan.

#### ***Measurable Goals, Including Frequencies:***

Annually assess inspection and maintenance protocol and refine if needed.

#### ***Milestones – Year 1:***

Assess as part of annual SWMP assessment for Annual Report.

#### ***Summary of Accomplishments***

Public Works flushed 1,737 feet of storm sewer, televised an additional 1,672 feet of storm sewer, and cleaned 39 catch basins.

Public Works uncovered two buried structures near the intersection of Main Street and Gunderson Drive. Significant debris and a heavy concentration of roots were removed from the storm sewer. This restored flow to an area that experienced chronic, localized flooding on a frequent basis. (Week of April 22, 2016)

Completed the 2017 Klein Creeks Stream Maintenance Project that removed logjams and leaning trees from the streambank.

Native landscape maintenance by Bedrock Earthscapes was performed at 13 Village-owned stormwater facilities, 1 roadway swale, and 1 wetland area on public property. Maintenance included pond shoreline controlled burns, herbaceous and emerging woody cuttings, selective herbiciding, and trash removal.

#### ***Assessment***

The Village believes that the coordination between Public Works and Engineering worked well during this reporting period. To increase its capacity to this extent, the Engineering department added another staff engineer and budgeted for an Operations Maintenance System software for implementation in the next reporting period.

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## ***Annual Facility Inspection Report – Section B***

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### ***F.3: Municipal Operations Storm Water Control***

#### ***Brief Description of BMP***

Continue employing both pre-wetting and anti-icing measures in the Village's annual Snow Removal Plan. Continued maintenance of salt dome.

#### ***Measurable Goals, Including Frequencies:***

Deployment of pre-wetting and anti-icing measures. Continued maintenance of salt dome.

#### ***Milestones – Year 1:***

Utilize both pre-wetting and anti-icing measures and document effectiveness. Continued maintenance of salt dome.

#### ***Summary of Accomplishments***

For the 2016-2017 winter season, the Village addressed snow and ice events by applying a total of 1,550 tons of salt, 87,700 gallons of brine, and 3,000 gallons of organic materials.

The Village's entire roadway network and publicly-owned properties were swept 8 times under the Village's contract with Hoving Klean Sweep. An additional 32 spot sweepings were conducted using a Village-owned sweeper for areas prone to flooding, at public facilities, or along parade routes.

In July 2016 the Village (thru Public Works) joined a consortium of other governmental agencies to "Investigate Cold Temperature Effects on Chloride Toxicity". Data from the study will be presented to the Illinois Pollution Control Board in hopes of establishing seasonal criteria for determining limits on chlorides.

#### ***Assessment***

The Village believes its current process for waste disposal satisfies this BMP to the MEP.

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

#### ***Brief Description of BMP***

Properly dispose of waste removed from the separate storm sewers and areas such as dredge and excess soil, accumulated sediments, floatables, and other debris.

#### ***Measurable Goals, Including Frequencies:***

Properly disposed waste from separate storm sewers, creeks, spoils, etc. per protocol in the SWMP Plan.

#### ***Milestones – Year 1:***

Properly dispose of waste, debris, trash, spoils, etc.

#### ***Summary of Accomplishments***

Public Works contractor cleared garbage from North Avenue (Week of April 8, 2016).

Used oil from the Mechanics Garage is pumped into an outside tank and stored until a recycling vendor hauls it away. An alarm on the tank failed causing the release of approximately 30-40 gallons of used motor oil. Staff caught the spill quickly and prevented any from entering a nearby storm sewer. A hazardous material hauler cleaned up the spill and hauled away the oil and absorbing material. The alarm unit was replaced and added to a monthly facility inspection checklist to avoid a repeat incident. (Week of July 22, 2016)

Public Works recycled 1,820 LBS of aluminum, 5 CY of concrete, 75 CY of landscape waste, 325 GAL of motor oil, 6,362 LBS of scrap metal, 97 tires, 40 vehicle batteries, and 20 vehicle parts.

The Public Works Department hauled 20.25 cubic yards of material generated from several worksites in the public right-of-way with regard to various issues, such as water main break repairs. Material was tested and hauled to Heartland Recycling CCDD facility (Aurora, IL).

#### ***Assessment***

The Village believes its current process for waste disposal satisfies this BMP to the MEP.

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

#### ***Brief Description of BMP***

Coordinate with DuPage County to minimize water quality impacts of flood management projects, following guidance in West Branch DuPage River Watershed Plan.

#### ***Measurable Goals, Including Frequencies:***

Minimize water quality impacts of flood management projects performed by DuPage County.

#### ***Milestones – Year 1:***

Review/assess proposed flood management projects, as needed.

#### ***Summary of Accomplishments***

Engineering reviewed the “Armstrong Park Flood Control Project Annual Monitoring Report for 2016 LRC-2012-00452)” provided by DuPage County on January 27, 2017. This reports represents data collected during the second growing season following planting for vegetative-based BMP’s.

Engineering staff attended a DuPage River Feasibility Study meeting (Week of April 8, 2016) jointly held by DuPage County and USACE Chicago District. The study is attempting to identify potential flood control projects in areas tributary to the East and West Branches of the DuPage River. According to the study data, there were no recent recorded damage in Carol Stream and thus no stormwater projects are currently identified for Carol Stream.

Engineering attended the annual Natural Hazard Mitigation Plan workgroup meeting (12/15/2016).

#### ***Assessment***

The Village believes that coordination with DuPage County was successful for this BMP during this reporting period.

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***Annual Facility Inspection Report – Section C***

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***As a dues paying member, the Village relies on the DuPage River Salt Creek Workgroup (DRSCW) to perform the monitoring requirements of this permit. Please refer to the attached report titled “DRSCW NPDES Activities: March 2016 – February 2017”.***

*As stated in our NOI the following are activities that the Village of Carol Stream will undertake during year two of the revised third permit cycle:*

**PUBLIC EDUCATION & OUTREACH**

***A.1: Distribution of Paper Material***

Distribute the Village Newsletter, Happenings and 1 brochure.

***A.2: Speaking Engagement***

Send invitations for 1 speaking engagement.

***A.3: Public Service Announcement***

Prepare and release 1 public service announcement.

***A.4: Community Event***

Plan, organize and conduct 1 community event.

***A.6: Other Public Education***

Update the storm water web page if needed.

**PUBLIC INFORMATION/INVOLVEMENT**

***B.3: Stakeholder Meeting***

Attend 1 stakeholder meeting.

***B.4: Public Hearing***

Conduct 1 public hearing or meeting.

***B.6: Program Coordination***

Review and if needed update the Village's Storm Water Management Program.

***B.7: Other Public Involvement***

Create 1 opportunity for public involvement in storm water activities.

***ILLICIT DISCHARGE DETECTION & ELIMINATION***

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

Complete 60% of the public and private storm sewer network as a GIS map.

***C.2: Regulatory Control Program***

Review and if needed amend the Illicit Discharge Detection and Elimination Ordinance.

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

Provide all individuals/parties responsible for an illicit discharge with educational materials and/or instructions.

***C.6: Program Evaluation & Assessment***

Compare number of illicit discharges removed against number traced to source, review procedures and amend as necessary.



**CONSTRUCTION SITE RUNOFF CONTROL**

***D.1: Regulatory Control Program***

If needed amend the Village Storm Water Ordinance.

***D.4: Site Plan & Review Procedures***

Review SWPPPs for compliance with the Village's Storm Water Ordinance and document number of reviews.

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

Process CSRs involving storm water complaints.

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

Perform and record SWPPP site inspections and where a violation exists seek to gain voluntary compliance. If necessary proceed with enforcement actions.

**POST CONSTRUCTION RUNOFF CONTROL**

***E.2: Regulatory Control Program***

If needed amend the Village Storm Water Ordinance.

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

Require and accept storm water management and conveyance easements per the Village's Storm Water Ordinance and document the number of acceptances.

***E.4: Pre-construction Review of BMP Designs***

Review site plans for BMP compliance with the Village's Storm Water Ordinance and document number of reviews.

***E.6: Post Construction Inspections***

Perform and record construction BMP site inspections and where a violation exists seek to gain voluntary compliance. If necessary proceed with enforcement actions.

**POLLUTION PREVENTION/GOOD HOUSEKEEPING**

***F.2: Inspection & Maintenance Program***

Inspect and clean 50 catch basins and vacuum sweep each street 8 times per year.

***F.3: Municipal Operations Storm Water Control***

Utilize both pre-wetting and anti-icing measures and document quantities.

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

Properly dispose of waste, debris, trash, spoils, etc. and document quantities.

***F.5: Flood Management/Assess Guidelines  
Stormwater & Flood Plain Ordinance Updates***

If needed amend the Village Storm Water Ordinance.

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**Annual Facility Inspection Report – Section E**

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*Implementation of the following minimum control measures was shared with DuPage County. Please refer to DuPage County's Annual Facility Inspection Report, to which this report is attached.*

- 1. Public Education and Outreach on Storm Water Impacts*
  - a. Develop educational material for the public.*
  - b. Distribute educational material to the public.*
- 2. Public Involvement / Participation*
  - a. Conduct an annual public meeting regarding adequacy of the MS4 program.*
  - b. Identify environmental justice areas.*
- 3. Illicit Discharge Detection and Elimination*
  - a. Provide outreach on the hazards associated with illegal discharges and improper disposal to public employees, businesses, and the general public.*
  - b. Develop and implement a plan to detect and address non-stormwater discharges, including illegal dumping.*
  - c. Conduct periodic inspections of storm sewer outfalls in dry weather conditions.*
- 4. Post-Construction Storm Water Management in New Development and Redevelopment*
  - a. Conduct annual training on green infrastructure and low impact design techniques for employees and contractors involved in routine maintenance, repair, or replacement of public surfaces.*
  - b. Assess the water quality impacts in the design of all new and existing flood management projects.*
- 5. Pollution Prevention and Good Housekeeping for Municipal Operations*
  - a. Develop an operation and maintenance program, including annual training, for municipal staff and contractors, to prevent and reduce the discharge of pollutants from open space and vehicle maintenance, land disturbances, deicing practices and snow disposal, disposal of street cleaning debris and catch basin material, etc.*

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***Annual Facility Inspection Report – Section F***

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**CONSTRUCTION PROJECT LIST**

The Village performed 4 construction projects from its proposed FY16/17 Capital Improvement Program, but only 1 project disturbed one acre or more and is listed below.

<b>Description (NPDES Permit No.)</b>	<b>Start Date - Substantial Comp. Date</b>
West Branch DuPage River FAU Route 2542 (Fair Oaks Road) Bike Path (IL10W940)	03/2016 – 03/2017