



Illinois Environmental Protection Agency

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

Division of Water Pollution Control ANNUAL FACILITY INSPECTION REPORT

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

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

Report Period: From March, 2015 To March, 2016

Permit No. ILR40 0210

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

Name: Village of Hoffman Estates Mailing Address 1: 1900 Hassell Road

Mailing Address 2: _____ County: Cook

City: Hoffman Estates State: IL Zip: 60169 Telephone: 847-252-5800

Contact Person: Alan Wenderski, P.E. Email Address: alan.wenderski@hoffmanestates.org
(Person responsible for Annual Report)

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

Cook County Kane 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 | <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:

Alan Wenderski

Printed Name:

5-26-2016

Date:

Village Engineer

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

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY

**ANNUAL FACILITY INSPECTION REPORT
FOR NPDES PERMIT FOR STORM WATER DISCHARGES FROM SEPARATE
STORM SEWER SYSTEMS (MS4)**

**Village of Hoffman Estates
Year 13: March 2015 – March 2016**

Section A. Changes to the Best Management Practices

There have been no changes to the Best Management Practices (BMPs) for the six minimum control measures as submitted in the Notice of Intent (NOI) for the Village of Hoffman Estates for the reporting period from March 2015 to March 2016.

Section B. Status of Compliance with Permit Conditions

The Village of Hoffman Estates is committed to the implementation of the BMPs in order to meet the requirements of the NPDES Phase II Stormwater Program. The status or progress of most of the measurable goals have been met or exceeded. This is especially noted for all site development construction projects.

The Village of Hoffman Estates has implemented numerous Best Management Practices (BMPs) in compliance with the goals outlined in the Village's 2014 Notice of Intent (NOI). The following is a status report on each of the BMPs and the activities that were undertaken during the March 2015 to March 2016 reporting period. The status or progress summary for each of the measurable goals in the minimum six compliance areas is presented below.

1. Public Education and Outreach

a. BMP No. A.1 Distributed Paper Material

Measurable Goal(s): Publish one stormwater pollution prevention related article annually in the Village-wide newsletter.

Milestones: Year 13: Publish one stormwater pollution prevention related article annually.

BMP Status: The Village of Hoffman Estates publishes a resident newsletter that is mailed directly to residents and businesses in the Village. The Village continued publishing stormwater quality articles within the newsletter during the March 2015 to March 2016 reporting period.

Two articles were published in April 2015 that were titled "Facts about Sanitary and Storm Sewers" and "Storm Sewer

Infrastructure”, discussing the efforts of the Village to keep debris and chemicals out of the storm sewer system with help from residents and businesses. Another article was published in May 2015, titled “Free Advice on Solving Drainage Concerns” that advertises the Village’s effort to help residents to solve their drainage problem properly without creating adverse stormwater pollution. An additional article was published in August 2015, titled “10 Facts about Storm Water” that support the Village’s efforts to educate residents and businesses about stormwater quality.

The Village also maintains an electronic copy of its stormwater quality articles online on the Village of Hoffman Estates’ website.

b. BMP No. A.3 Public Service Announcement

Measurable Goal(s): Twice a year, announce residential and commercial waste and recycling management opportunities through the Village website and newsletter.

Milestones: Year 13: Twice a year, announce residential and commercial waste and recycling management opportunities.

BMP Status: The Village of Hoffman Estates publishes a resident newsletter that is mailed directly to residents and businesses in the Village. The Village continued publishing various notices of recycling and waste management opportunities for almost every month during the reporting period. For example, in March 2015, a prescription drug disposal event was announced. In April 2015, notices were published about an electronics recycling opportunity, that yard waste collection had resumed, and that Public Works was coordinating a spring branch pick up service. For July 2015, there was an appliance disposal site available for use and in January 2016, reminders were sent about recycling options for Christmas trees and holiday lights. These articles and many more reminded readers of the proper disposal of those items.

The Village of Hoffman Estates utilizes the services of the Solid Waste Agency of Northern Cook County (SWANCC) to accept household hazardous materials from Hoffman Estates residents and businesses. Various events occur throughout the reporting period that includes arranging for drop off events and supplying the location of permanent SWANCC facilities that accept the hazardous items.

The Village updates the Village website by posting copies of the resident newsletter and inserting information within the Public Works, Transportation and Engineering and Code Enforcement

pages for residents and business to access. Upcoming recycling events are announced on the Village's home page for all to see.

c. BMP No. A.4 Community Event

Measurable Goal(s): The Village Improvement Day will be held annually to help decrease environmental and stormwater pollution.

Milestones: Year 13: Continue to host Improvement Day annually.

BMP Status: The Village of Hoffman Estates' Sustainability Commission, with the assistance of the Public Works Department typically sponsors the Village Improvement Day. This event did not occur in 2015 due to the limited number of members to oversee the Improvement Day project coupled with dwindling interest in participants, the program was suspended in 2015. There is a renewed interest and effort to resurrect this in 2016 by looking to see if the Stormwater Management Committee members will help with this event also.

2. Public Participation/Involvement

a. BMP No. B.1 Public Panel

Measurable Goal(s): Hold one meeting every 18 months to discuss the NOI, MS4 annual inspection report, the Village's Storm Water Management Plan and stormwater related activities and projects.

Milestones: Year 13: The Storm Water Management Committee will meet.

BMP Status: The Storm Water Management Committee was not able to meet in 2015 due to the lack of the required number of committee members and the Director of Engineering's shorten schedule prior to his retirement. The current Village Engineer is planning on holding a Storm Water Management Committee meeting in 2016 to introduce himself and to review projects.

b. BMP No. B.7 Other Public Involvement

Measurable Goal(s): The Village will inform the residents and businesses twice a year of the existence of a contact number to report stormwater related issues.

Milestones: Year 13: Inform residents and businesses of the existence of a contact number.

BMP Status: The Village of Hoffman Estates publishes a resident newsletter that is mailed directly to residents and businesses in the Village. The Village publishes a contact number to report illegal dumping or spills within its stormwater quality articles located in the newsletter during the March 2015 to March 2016 reporting period.

Three articles were published during this reporting period that requested the residents and businesses help in keeping stormwater pollution at a minimum and how to report and issues. Two of those articles were published in April 2015 that were titled “Facts about Sanitary and Storm Sewers” and “Storm Sewer Infrastructure”, discussing the efforts of the Village to keep debris and chemicals out of the storm sewer system with help from residents and businesses. The third article was published in August 2015, titled “10 Facts about Storm Water” that support the Village’s efforts to educate residents and businesses about stormwater quality.

The Village also maintains an electronic copy of its stormwater quality articles online on the Village of Hoffman Estates’ website. The Village of Hoffman Estates Public Works Department also has a webpage outlining its storm sewer maintenance responsibilities where readers are encouraged use the contact number to report any violations or contaminants.

3. Illicit Discharge Detection and Elimination

a. **BMP No. C.1 Storm Sewer Map Preparation**

Measurable Goal(s): Annually review the storm sewer map with respect to Village projects and new developments that have occurred and update as needed.

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

BMP Status: The Village of Hoffman Estates has an existing storm sewer map that is updated routinely in the Village’s GIS system. Both Public Works and GIS employees monitor, maintain and verify the storm sewer system map. The GIS map allows detailed information to be incorporated into the drawings of each pipeline, structure and outfall.

b. **BMP No. C.2 Regulatory Control Program**

Measurable Goal(s): Enforce the Village Code to regulate discharges into the storm sewer system.

Milestones: Year 13: Continue to enforce the Village Code for illicit discharges.

BMP Status: The Village of Hoffman Estates continues to enforce its Village Code that prohibits non-stormwater discharges into its storm sewer system.

c. BMP No. C.3/C.7 Detection/Elimination Prioritization Plan

Measurable Goal(s): Continually inspect and monitor outfalls and discharges for the detection and elimination of illicit discharges.

Milestones: Year 13: Continue to inspect and monitor for illicit discharges.

BMP Status: The Village Public Works Department preforms a monthly inspection of all outfalls and creek lines to monitor any illicit discharge. Inspection results are recorded and maintained for historical reference.

The Public Works Department cleaned 125 catch basins and cleaned 850 feet of Poplar Creek during the reporting period.

d. BMP No. C.9 Public Notification

Measurable Goal(s): The Village will inform the residents and businesses annually of the existence of a contact number to report illegal dumping or illicit discharges.

Milestones: Year 12: Inform residents and businesses of the existence of a contact number.

BMP Status: Through published Village-wide newsletter articles, Facebook and Twitter pages, and the Village website about storm water quality, the public is encouraged to report any deficiencies, blockages or illicit discharges directly to Public Works or the Police non-emergency number. Homeowners are encouraged to report any possible code violations and/or contaminants that may be or have been dumped down a storm sewer catch basin inlet or creek line.

e. BMP No. C.10 Other Illicit Discharge Controls

Measurable Goal(s): Annually review the streets considered for construction in the Street Project and indicate on the plans which inlet structures are to receive stenciled (or equivalent) messages.

Milestones: Year 13: Continue program to stencil inlets within the Street Project.

BMP Status: The Village's street construction project requires that all new storm drain grates shall be Neenah R-3278-A, with barred style curb box

that shows “DUMP NO WASTE!” lettering and fish image on top of the curb box, or an approved equivalent grate for Type B6.12 curb and gutter.

4. Construction Site Runoff Control

- a. BMP No. D.1/D.2/D.4/D.6 Regulatory Control Program, Erosion and Sediment Control BMPs, Site Plan Review Procedures, Site Inspection/Enforcement Procedures**

Measurable Goal(s): Continually enforce the Village Code and the Engineering Development Standards Manual by requiring erosion and sediment control BMPs and inspecting construction sites.

Milestones: Year 13: Review site plans for appropriate BMPs, inspect construction sites for proper installation and maintenance of the BMPs, and respond to complaints.

BMP Status: The Village requires erosion and sediment control BMPs for all projects. The Village reviews site plans and inspects construction sites to ensure conformance with the Village Ordinance. Per Ordinance 10-3-13, the Village requires erosion and sediment control BMP designs prior to construction. The Village reviews the ESC plans for approval.

5. Post-Construction Runoff Control

- a. BMP No. E.2/E.3/E.4/E.5/E.6 Regulatory Control Program, Long Term O & M Procedures, Pre-Construction Review of BMP Designs, Site Inspections During Construction, Post-Construction Inspections**

Measurable Goal(s): Continually enforce the Village Code and the Engineering Development Standards Manual to prevent stormwater pollution resulting from post-construction runoff.

Milestones: Year 13: Review site plans for appropriate BMPs, inspect construction sites for substantial conformance with the approved site plans, and ensure long-term maintenance of the BMPs.

BMP Status: Per Ordinance 10-3-13, the Village requires erosion and sediment control BMP designs prior to construction. The Village reviews the ESC plans for approval. New detention basin designs and BMPs are incorporated depending on site conditions to lessen polluted runoff from existing sites. Construction sites are inspected during and after construction for conformance and to facilitate in reducing polluted runoff.

6. Pollution Prevention/Good Housekeeping

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

Measurable Goal(s): Annually provide Village employees with seminars or workshops for stormwater pollution prevention for municipal operations and illicit discharge detection and elimination. Other training occurs less formally in an on-the-job fashion.

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

BMP Status: The Village of Hoffman Estates Public Works Department currently conducts regular employee training including new employee orientation to prevent or reduce stormwater pollution from municipal activities. Employee training for material handling, storage, inspection and maintenance is also a component conducted by the Village in preventing or reducing stormwater pollution.

Public Works Department conducted its annual Hazardous Material Awareness Training inclusive of MSDS review and GHS Hazard Information Training for all employees. In addition, annual staff training on winter road salt and deicing applications was completed before the snow season began.

The Village also participates in the DuPage River Salt Creek Workgroup (DRSCW) training and educational activities for additional opportunities for training.

b. **BMP No. F.2 Inspection and Maintenance Program**

Measurable Goal(s): Continually inspect and maintain the storm sewer system.

Milestones: Year 13: Continue conducting formal inspection and maintenance.

BMP Status: The Village of Hoffman Estates Public Works Department currently conducts a regular storm sewer inspection and maintenance program designed to reduce pollutant runoff from municipal facilities and operations. Employee training for material handling, storage, inspection and maintenance is also a component conducted by the Village in preventing or reducing stormwater pollution.

c. **BMP No. F.3 Municipal Operations Storm Water Control**

Measurable Goal(s): Continue the street sweeping program. Continue offering curbside yard waste and leaf collection weekly from April through the end of November.

Milestones: Year 13: Continue current programs with the current schedule.

BMP Status: The Village of Hoffman Estates' Public Works Department oversees the street sweeping program which conducted four sweeps in 2015; spring, summer and two fall sweeps. A total of 420 tons of debris was collected in 2015 from this operation.

The Village continues to offer curbside yard waste and leaf collection weekly from April to November through the Village's waste management provider. Spring and fall branch pick up is also offered by the Public Works Department. These services are advertised through the Village-wide newsletter.

Section D. Summary of Planned Storm Water Activities During the Next Reporting Cycle

A summary of the stormwater activities planned by the Village of Hoffman Estates during the next reporting cycle is presented below:

1. Public Education and Outreach

a. BMP No. A.1 Distributed Paper Material

Measurable Goal(s): Publish one stormwater pollution prevention related article annually in the Village-wide newsletter.

Milestones: Year 14: Publish one stormwater pollution prevention related article annually.

b. BMP No. A.3 Public Service Announcement

Measurable Goal(s): Twice a year, announce residential and commercial waste and recycling management opportunities through the Village website and newsletter.

Milestones: Year 14: Twice a year, announce residential and commercial waste and recycling management opportunities.

c. BMP No. A.4 Community Event

Measurable Goal(s): The Village Improvement Day will be held annually to help decrease environmental and stormwater pollution.

Milestones: Year 14: Continue to host Improvement Day annually.

2. Public Participation/Involvement

a. BMP No. B.1 Public Panel

Measurable Goal(s): Hold one meeting every 18 months to discuss the NOI, MS4 annual inspection report, the Village's Storm Water Management Plan and stormwater related activities and projects.

Milestones: Year 14: The Storm Water Management Committee will meet as needed.

b. BMP No. B.7 Other Public Involvement

Measurable Goal(s): The Village will inform the residents and businesses twice a year of the existence of a contact number to report stormwater related issues.

Milestones: Year 14: Inform residents and businesses of the existence of a contact number.

3. Illicit Discharge Detection and Elimination

a. BMP No. C.1 Storm Sewer Map Preparation

Measurable Goal(s): Annually review the storm sewer map with respect to Village projects and new developments that have occurred and update as needed.

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

b. BMP No. C.2 Regulatory Control Program

Measurable Goal(s): Enforce the Village Code to regulate discharges into the storm sewer system.

Milestones: Year 14: Continue to enforce the Village Code for illicit discharges.

c. BMP No. C.3 Detection/Elimination Prioritization Plan

Measurable Goal(s): Continually inspect and monitor outfalls and discharges for the detection and elimination of illicit discharges.

Milestones: Year 14: Continue to inspect and monitor for illicit discharges.

d. BMP No. C.7 Visual Dry Weather Screening

Measurable Goal(s): Continually inspect and monitor outfalls and discharges for the detection and elimination of illicit discharges.

Milestones: Year 14: Continue to inspect and monitor for illicit discharges.

e. BMP No. C.9 Public Notification

Measurable Goal(s): The Village will inform the residents and businesses annually of the existence of a contact number to report illegal dumping or illicit discharges.

Milestones: Year 14: Inform residents and businesses of the existence of a contact number.

f. BMP No. C.10 Other Illicit Discharge Controls

Measurable Goal(s): Annually review the streets considered for construction in the Street Project and indicate on the plans which inlet structures are to receive stenciled (or equivalent) messages.

Milestones: Year 14: Continue program to stencil inlets within the Street Project.

4. Construction Site Runoff Control

a. BMP No. D.1 Regulatory Control Program

Measurable Goal(s): Continually enforce the Village Code and the Engineering Development Standards Manual by requiring erosion and sediment control BMPs and inspecting construction sites.

Milestones: Year 14: Review site plans for appropriate BMPs, inspect construction sites for proper installation and maintenance of the BMPs, and respond to complaints.

b. BMP No. D.2 Erosion and Sediment Control BMPs

Measurable Goal(s): Continually enforce the Village Code and the Engineering Development Standards Manual by requiring erosion and sediment control BMPs and inspecting construction sites.

Milestones: Year 14: Review site plans for appropriate BMPs, inspect construction sites for proper installation and maintenance of the BMPs, and respond to complaints.

c. BMP No. D.4 Site Plan Review Procedures

Measurable Goal(s): Continually enforce the Village Code and the Engineering Development Standards Manual by requiring erosion and sediment control BMPs and inspecting construction sites.

Milestones: Year 14: Review site plans for appropriate BMPs, inspect construction sites for proper installation and maintenance of the BMPs, and respond to complaints.

d. BMP No. D.6 Site Inspection/Enforcement Procedures

Measurable Goal(s): Continually enforce the Village Code and the Engineering Development Standards Manual by requiring erosion and sediment control BMPs and inspecting construction sites.

Milestones: Year 14: Review site plans for appropriate BMPs, inspect construction sites for proper installation and maintenance of the BMPs, and respond to complaints.

5. Post-Construction Runoff Control

a. BMP No. E.2 Regulatory Control Program

Measurable Goal(s): Continually enforce the Village Code and the Engineering Development Standards Manual to prevent stormwater pollution resulting from post-construction runoff.

Milestones: Year 14: Review site plans for appropriate BMPs, inspect construction sites for substantial conformance with the approved site plans, and ensure long-term maintenance of the BMPs.

b. BMP No. E.3 Long Term O & M Procedures

Measurable Goal(s): Continually enforce the Village Code and the Engineering Development Standards Manual to prevent stormwater pollution resulting from post-construction runoff.

Milestones: Year 14: Review site plans for appropriate BMPs, inspect construction sites for substantial conformance with the approved site plans, and ensure long-term maintenance of the BMPs.

c. BMP No. E.4 Pre-Construction Review of BMP Designs

Measurable Goal(s): Continually enforce the Village Code and the Engineering Development Standards Manual to prevent stormwater pollution resulting from post-construction runoff.

Milestones: Year 14: Review site plans for appropriate BMPs, inspect construction sites for substantial conformance with the approved site plans, and ensure long-term maintenance of the BMPs.

d. BMP No. E.5 Site Inspections During Construction

Measurable Goal(s): Continually enforce the Village Code and the Engineering Development Standards Manual to prevent stormwater pollution resulting from post-construction runoff.

Milestones: Year 14: Review site plans for appropriate BMPs, inspect construction sites for substantial conformance with the approved site plans, and ensure long-term maintenance of the BMPs.

e. BMP No. E.6 Post-Construction Inspections

Measurable Goal(s): Continually enforce the Village Code and the Engineering Development Standards Manual to prevent stormwater pollution resulting from post-construction runoff.

Milestones: Year 14: Review site plans for appropriate BMPs, inspect construction sites for substantial conformance with the approved site plans, and ensure long-term maintenance of the BMPs.

6. Pollution Prevention/Good Housekeeping

a. BMP No. F.1 Employee Training Program

Measurable Goal(s): Annually provide Village employees with seminars or workshops for stormwater pollution prevention for municipal operations and illicit discharge detection and elimination. Other training occurs less formally in an on-the-job fashion.

Milestones: Year 14: Continue stormwater pollution prevention training for Village employees.

b. BMP No. F.2 Inspection and Maintenance Program

Measurable Goal(s): Continually inspect and maintain the storm sewer system.

Milestones: Year 14: Continue conducting formal inspection and maintenance.

c. BMP No. F.3 Municipal Operations Storm Water Control

Measurable Goal(s): Continue the street sweeping program. Continue offering curbside yard waste and leaf collection weekly from April through the end of November.

Milestones: Year 14: Continue current programs with the current schedule.

Section E. Notice of Qualifying Local Program

The Village of Hoffman Estates is relying on the Metropolitan Water Reclamation District of Chicago to enforce the Cook County Watershed Management Ordinance.

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

Construction projects in Permit Year 12 funded by the Village of Hoffman Estates and covered by General Permit ILR400210 are listed below:

- 2015 Street Rehabilitation Project
- 2015 Drainage Improvements Project
- 2015 Contract Street Sweeping Program
- 2015 Crack Sealing Project
- Jones Road/Highland Boulevard Storm Sewer Project
- Roselle Road/Golf Center Traffic Signal Project
- Bode Road Reconstruction Project
- Annual Creek Cleaning Project