



# 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, 2013 To March, 2014

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: Gary Salavitch, P.E. Email Address: gary.salavitch@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))**

Gary Salavitch  
Owner Signature:

Gary Salavitch

Printed Name:

9-4-14  
Date:

Director of Engineering Division

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

**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 11 – March 2013 – March 2014****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 2013 to March 2014.

**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 following is a status report on each of the BMPs and the activities that were undertaken during the March 2013 to March 2014 reporting period. The status or progress for each of the measurable goals related to the BMPs is presented below.

**1. Public Education and Outreach****a. BMP No. A.1 Distributed Paper Material**

Year 11: Distribute a Storm Water Quality Brochure to each business and residence.

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 2013 to March 2014 reporting period. Two articles were published in July that were titled “WaterSense Landscaping Tips” and “Disposal of Leaves and Yard Waste”, discussing the efforts of the Village to keep debris and chemicals out of the storm sewer system with help from residents and businesses. Additional articles were published in May, titled “Storm Sewer Infrastructure” and “Free Advice on Solving Drainage Concerns” that support the Village’s efforts to educate residents and businesses about stormwater quality.

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

**b. BMP No. A.3 Public Service Announcement**

Year 11: Updated article in the Village Newsletter regarding routine maintenance and Storm Water Quality on an annual basis.

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 stormwater pollution prevention and routine maintenance articles within the newsletter during the March 2013 to March 2014 reporting period. Two articles were published in July that were titled “WaterSense Landscaping Tips” and “Disposal of Leaves and Yard Waste”, discussing the efforts of the Village to keep debris and chemicals out of the storm sewer system with help from residents and businesses. Additional articles were published in May titled “Storm Sewer Infrastructure” and “Free Advice on Solving Drainage Concerns”. In June, an article titled “Tires, Batteries and Automotive Fluids” reminded readers of the proper disposal of those 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.

**2. Public Participation/Involvement****a. BMP No. B.1 Public Panel**

Year 11: The Storm Water Management Committee will meet to discuss the status of the NPDES permit and Storm Water Plan and projects.

The Storm Water Management Committee met on August 5 2013 and discussed the NPDES permit, Storm Water Plan and various Village-wide projects.

**b. BMP No. B.6 Program Coordination**

Year 11: Continue to work with other agencies and Public Works for annual creek inspection and clean up by providing hauling services. Collect household hazardous wastes on an annual basis.

The Village of Hoffman Estates Public Works Department inspects the creek drainage ways of the Village monthly and removes accumulated debris that creates creek restrictions. The Hoffman Estates Environmental Commission and Green Initiatives Commission were merged into the Sustainability Commission just prior to this reporting period. The new Commission will continue to support and promote its annual Village Improvement Day, assisted by Public Works. The Village Improvement Day was suspended in 2013 for further coordination with its new members and clean-up goals and locations.

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.

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

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

Year 11: Update existing computer map of storm sewer system.

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.3 Detection/Elimination Prioritization Plan**

Year 11: Monitor all storm sewer discharges for any illicit discharges.

The Village Public Works Department provides a monthly inspection of all outfalls and creek line to monitor any illicit discharge. Inspection results are recorded and maintained for historical reference.

The Public Works Department cleaned and flushed over 24,303 feet of storm sewer during the reporting period.

#### **c. BMP No. C.7 Visual Dry Weather Screening**

Year 11: Monitor all storm sewer discharges for any illicit discharges.

The Village Public Works Department provides a monthly inspection of all outfalls and creek line to monitor any illicit discharge. Inspection results are recorded and maintained for historical reference.

#### **d. BMP No. C.9 Public Notification**

Year 11: Continue the illicit discharge/illegal dumping hotline and advertise on the Web, in the newsletter and distribute annually to all residents and businesses.

Through published Village-wide newsletter articles, and the Web 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.

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

##### **a. BMP No. D.1 Regulatory Control Program**

Year 11: Work with developers, engineers and contractors for ESC on every project. Require 100% compliance on every project including maintenance of all BMPs.

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.

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

Year 11: Work with developers, engineers and contractors for ESC on every project. Require 100% compliance on every project including maintenance of all BMPs.

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.

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

Year 11: Continue procedures in place to require 100% compliance and utilize all BMPs as necessary in the ESC plan for all construction projects.

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.

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

Year 11: Continue with daily site inspections and require all components of the ESC plan to be in place and maintained during construction activities which will result in a reduction in polluted runoff from all construction sites.

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.

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

### **a. BMP No. E.4 Pre-Construction Review of BMP Designs**

Year 11: Continue to enhance new detention basin designs to accommodate ESC for a site and implement new BMP's depending on site conditions to achieve a reduction in polluted runoff from existing sites.

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.

### **b. BMP No. E.5 Site Inspections During Construction**

Year 11: Continue to monitor all construction sites to ensure compliance and maintenance of temporary and permanent BMPs which would reduce polluted runoff and provide less problems in major rainfall events.

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. Construction sites are inspected during and after construction for conformance and to facilitate in reducing polluted runoff.

### **c. BMP No. E.6 Post-Construction Inspections**

Year 11: Continue to monitor all post-construction sites to ensure compliance and maintenance of permanent BMPs which would reduce polluted runoff and provide less problems in major rainfall events.

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. 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**

Year 11: Continue annual pollution prevention workshop for all Public Works and Code Enforcement employees to reduce polluted runoff from a Village maintenance facility.

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. 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**

Year 11: Continue materials management program that includes training for hazardous material handling and storage and inspection and maintenance program for all storage facilities. Provide any maintenance necessary to ensure a safe operation.

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.

**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**

Year 12: Distribute a Storm Water Quality Brochure to each business and residence.

**b. BMP No. A.3 Public Service Announcement**

Year 12: Updated article in the Village Newsletter, and new section on the Village's web site.

**2. Public Participation/Involvement**

**a. BMP No. B.1 Public Panel**

Year 12: The Storm Water Management Committee will meet annually to discuss the status of the NPDES permit and Storm Water Plan.

**b. BMP No. B.6 Program Coordination**

Year 12: Work with other agencies to assist in a household hazardous waste program.

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

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

Year 12: Include storm sewer system on the Village's GIS.

**b. BMP No. C.3 Detection/Elimination Prioritization Plan**

Year 12: Monitor all storm sewer discharges for any illicit discharges.

**c. BMP No. C.7 Visual Dry Weather Screening**

Year 12: Monitor all storm sewer discharges for any illicit discharges.

**d. BMP No. C.9 Public Notification**

Year 12: Continue the illicit discharge/illegal dumping hotline and advertise on the Web, in the newsletter and distribute annually to all residents and businesses.

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

**a. BMP No. D.1 Regulatory Control Program**

Year 12: Work with developers, engineers and contractors for ESC on every project. Require 100% compliance on every project including maintenance of all BMPs.

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

Year 12: Work with developers, engineers and contractors for ESC on every project. Require 100% compliance on every project including maintenance of all BMPs.

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

Year 12: Continue procedures in place to require 100% compliance and utilize all BMPs as necessary in the ESC plan for all construction projects.

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

Year 12: Continue with daily site inspections and require all components of the ESC plan to be in place and maintained during construction activities which will result in a reduction in polluted runoff from all construction sites.



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

### **a. BMP No. E.4 Pre-Construction Review of BMP Designs**

Year 12: Continue to enhance new detention basin designs to accommodate ESC for a site and implement new BMP's depending on site conditions to achieve a reduction in polluted runoff from existing sites.

### **b. BMP No. E.5 Site Inspections During Construction**

Year 12: Continue to monitor all construction sites to ensure compliance and maintenance of temporary and permanent BMPs which would reduce polluted runoff and provide less problems in major rainfall events.

### **c. BMP No. E.6 Post-Construction Inspections**

Year 12: Continue to monitor all post-construction sites to ensure compliance and maintenance of permanent BMPs which would reduce polluted runoff and provide less problems in major rainfall events.

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

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

Year 12: Continue annual pollution prevention workshop for all Public Works and Code Enforcement employees to reduce polluted runoff from a Village maintenance facility.

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

Year 12: Continue materials management program that includes training for hazardous material handling and storage and inspection and maintenance program for all storage facilities. Provide any maintenance necessary to ensure a safe operation.

## **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 11 funded by the Village of Hoffman Estates and covered by General Permit ILR400210 are listed below:

- Hassell Road Reconstruction Project
- 2013 Drainage Improvements Project
- 2013 Contract Street Sweeping Program
- Storm Sewer Pipe Cleaning Project
- Three storm sewer structure repairs and replacements
- Two Sanitary sewer rehabilitation projects that prevented sewage release into a creek and environment
- Victoria Park Culvert Replacement