



## VILLAGE OF WILMETTE STORMWATER MANAGEMENT PROGRAM

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The Wilmette Stormwater Management Program is designed to protect water quality by reducing the discharge of pollutants from the municipal separate storm sewer system (MS4) to the maximum extent practicable. To achieve this, the Village has implemented the following control measures. Specific activities related to these control measures are detailed below.

- 1) Public Education and Outreach on Storm Water Impacts
- 2) Public Involvement/Participation
- 3) Illicit Discharge Detection and Elimination
- 4) Construction Site Storm Water Runoff Control
- 5) Post-Construction Storm Water Management in New Development and Redevelopment
- 6) Pollution Prevention/Good Housekeeping for Municipal Operations
- 7) Water Quality Monitoring and Data Collection
- 8) Reporting and Program Evaluation

### **Public Education and Outreach on Storm Water Impacts**

- The Water/Sewer Division of the Engineering & Public Works Department periodically publishes stormwater educational articles in the resident newsletter (*The Communicator*), the weekly electronic newsletter (E-News), and various social media platforms. Updated information is also maintained on the Village website. The articles will have tips for homeowners and businesses to take in order to reduce the number of pollutants that are discharged into our waterways.
- The Street Division of the Engineering & Public Works Department publishes information during the winter season about salt conservation, environmentally-friendly snow removal methods, and the harmful effects road salt has on the environment.
- The Finance Department inserts stormwater protection guidelines into the contractor and business license renewal application forms, which are mailed at least thirty days prior to the end of each calendar year, per Village Code. The inserts provide tips on ways to reduce stormwater pollution.
- The Tree Preservation Officer in the Community Development Department educates stakeholders about the Village's Tree Preservation Ordinance through the permitting process.
- The Village Manager's Office provides a Resident Handbook and Citizen Contact/Service Request Information to new residents. The Resident Handbook contains information regarding the Solid Waste Program, permits, tree planting, and includes contact information for each department. The Village's website contains the electronic version of the Resident Handbook, stormwater management information, and an electronic "Service Request" option.

- The Deputy Director of Public Works and Assistant to the Director of Engineering & Public Works have prepared a brochure highlighting the various refuse, recycling and yard waste programs in the area. Chapter 22 of the Village Code addresses the collection of refuse, recycling and yard waste. The Village is a member of the Solid Waste Agency of Northern Cook County (SWANCC), a nonprofit intergovernmental agency that provides solid waste management services, programs and resource materials to its member communities. The Village takes advantage of SWANCC services to coordinate and publicize such events, including solid waste and hazardous waste. The Village announces these public service programs to residents through the Village newsletter, website, E-news and brochures.
- The Village promotes the Metropolitan Water Reclamation District (MWRD) rain barrel program within the Village that will provide discounted rain barrels to residents that agree to disconnect their downspouts.
- The Village's [Stormwater Incentive Program](#) encourages property owners to install stormwater best management practices, including dry wells, rain gardens, downspout disconnections and other similar green infrastructure systems, by offering a zero-fee permit and monetary incentive for eligible projects. The program was advertised in *The Communicator* and in the Village's email newsletter.
- The Village of Wilmette co-sponsors the annual Go Green Wilmette environmental fair called "Going Green Matters", which is held each March.
- The Village co-sponsors annual recycling events for electronics, polystyrene, and holiday lights. Publicize these programs and events in the resident newsletter, website, e-news, and/or cable TV to increase participation in these recycling programs.
- The Fire Department educates grammar and middle school students on the importance of fire safety and environmental issues with handout pamphlets. Educating children at school is an effective way to pass environmental awareness to their parents and throughout the entire community.
- The Village notifies residents/pet owners through various means including articles in its quarterly newsletter, website, and brochures. The Code Enforcement Officers in the Community Development Department enforce the Ordinance.

### **Public Involvement/Participation**

- The Village supports Go Green Wilmette, an organization has a strong public participation and involvement role within the Village for hosting programs and events, project initiation and educational outreach.
- The Village is actively involved in the Chicago Area Waterways Chloride Initiative Work Group, which is seeking to reduce chlorides within the Chicago Area Waterways System (CAWS).
- A representative of the Water/Sewer Division of Public Works meets with school children once a year to teach them about the importance of stormwater pollution prevention and recycling to build environmental awareness and interest.
- The Village is an active member of the North Branch Chicago River Watershed Planning Council and the North Branch Chicago River Watershed Workgroup and regularly attends meetings for both organizations.

- The Village is a founding member of the North Branch Chicago River Watershed Workgroup (NBWW), which is a dues-paying organization with a mission to bring together a diverse coalition of stakeholders to work to improve water quality in the North Branch of the Chicago River watershed through monitoring, education and outreach. The NBWW is working towards developing a list of high-priority watershed improvement projects based on the action plan recommendations from the North Branch Chicago River Watershed-Based Plan.
- On occasion, the Village's Municipal Services Committee (MSC) of the Village Board meets to discuss topics related to stormwater are discussed. Residents may provide remarks during the Public Comment portion of the meeting. The meeting agendas and minutes are posted on the Village website prior to the meeting in accordance with the Open Meetings Act.
- The Village has implemented the Tyler Incident Management module of its existing Munis enterprise package, which gives the Village its first true Citizen Request Management (CRM) capability. This has enabled the Village to assign specific case identification numbers to citizen requests for services, enabling citizens to get timely and specific information on the status of their requests and enabling management to track response performance in a meaningful and actionable manner. When fully integrated with GIS, it will also provide the Village with an important tool to map and determine patterns of service needs. An application is also being developed for smart phones.

#### **Illicit Discharge Detection and Elimination**

- The Village enforces the Cross-Connection Control Ordinance which prohibits discharge of pollutants to stormwater drainage systems.
- The Village annually inspects 10% of the storm sewer system and conducts dye testing to verify proper connections to Village sewers. The Village inspects sewer systems as part of the street resurfacing program. The Village also inspects new construction sites to ensure that no illicit connections are made during new service installations. The Community Development Department is responsible for enforcing the Village Code, and for ensuring that homeowners correct the illicit connection.
- The Village inspects for compliance from commercial and industrial facilities with NPDES permits while enforcing the Cross-Connection Control Ordinance.
- The Village performs annual dry weather screening of its storm sewer outfalls.
- The Fire Department has a fully-trained and equipped Hazardous Materials Response Team to respond to spills. The Fire Department also inspects commercial establishments where hazardous materials are used or stored. The Fire Department arranges for the cleanup of materials or spills through the responsible party or the IEPA (Illinois Environmental Protection Agency).
- During the preparation of the Annual Report, the Village will assess its BMPs with respect to compliance with Total Maximum Daily Load (TMDL) or Watershed Plans.
- The Village will continue to participate in and support the North Branch Chicago River Watershed Workgroup (NBWW), which is working towards developing a list of high-priority watershed improvement projects based on the action plan recommendations from the North Branch Chicago River Watershed-Based Plan.

- Chapter 22 of the Village Code addresses illegal dumping and trash management activities. The Fire Department is the first responder followed by Code Enforcement from Community Development. Using the Illicit Discharge Hotline (9-1-1) will offset inspection costs and reduce illegal discharges and dumping through public education. Information will be maintained on the Village's website and disseminated via Village Newsletter and Cable TV.
- The Village is part of Mutual Aid Box Alarm System (MABAS), a multiple community sophisticated response system. This system provides back-up emergency support from surrounding communities if needed.

### **Construction Site Storm Water Runoff Control**

- The Village's Grading Ordinance and Watershed Management Ordinance provide measures for compliance of construction sites. Both ordinances require the submission of a separate stormwater management plan (SWMP) with soil erosion and sediment controls prior to the approval of a construction permit.
- During the building permit process, the Engineering Division provides educational material to stakeholders, developers, and contractors regarding the requirements and importance of stormwater controls during construction. During site inspections, the inspector addresses any illegal dumping and trash management issues at the site. Any problems are noted and re-inspected as necessary.
- Building and Site Grading Inspections are performed by Village staff, professional engineers or state certified plumbing inspectors as necessary and completed before, during and after construction. The inspections verify proper BMPs are installed during the construction process and is being performed in accordance with plumbing standards (i.e. no cross-connections).
- The Village provides education to stakeholders, developers and contractors on the requirements and importance of stormwater controls during construction. The Village's Grading Ordinance and Watershed Management Ordinance provides measures for compliance of construction sites. Both require a stormwater management plan with soil erosion and sediment controls prior to the approval of a construction permit. Plan reviews are completed by the Engineering Department. This also includes reviews of plans from other government agencies when connections to the Village sewer system is requested to verify no cross-connections.
- The Engineering Division staff conducts professional reviews and incorporates pertinent comments received from stakeholders as appropriate. Stakeholder comments are solicited via a grading notice which is part of the grading permit process. Any comments during meetings of the Zoning Board of Appeals, Plan Commission, Appearance Review Commission and/or Village Board may be incorporated to strengthen the Village review process.

### **Post-Construction Storm Water Management in New Development and Redevelopment**

- The Village continues to enforce the Tree Protection and Tree Canopy Preservation Ordinances during the post-construction phase. Trees intercept water and reduce storm runoff and the possibility of flooding.

- The Village was an active participant in the development of the Technical Guidance Manual for the Watershed Management Ordinance (WMO) and provides information to stakeholders, developers and contractors on new regulations and procedures when they apply for a permit. The information is available on the Village website and at the Village Hall as a pamphlet.
- The Village prohibits the sale and use of coal tar sealants to seal cracks in pavement. Coal tar sealants contain toxic chemicals and carcinogens that have the potential to enter our waterways via stormwater runoff.
- The Grading Ordinance and Watershed Management Ordinance provide requirements for stormwater management. Both require a stormwater management plan and BMPs. The Village provides education to stakeholders, developers and contractors on the requirements and importance of stormwater controls during construction. This also includes Chapter 8, Article XXIX of the Village Code to address buffer zones next to Lake Michigan to reduce erosion and deposition into the lake.
- The Watershed Management Ordinance provides measures requiring easements and maintenance for stormwater management systems.
- Grading and building inspections are performed by Village staff, professional engineers or state certified plumbing inspectors as necessary and completed before, during and after construction. The inspections verify proper BMPs are installed during the construction process and that work is being performed in accordance with plumbing standards (i.e. no cross-connections). The Village uses an outside contractor to help administer proper site stormwater runoff inspections.

#### **Pollution Prevention/Good Housekeeping for Municipal Operations**

- The Village has a wide range of stormwater training programs that includes a Job Safety Analysis (JSA) program that has incorporated stormwater Good Housekeeping procedures into each job as applicable. Water/Sewer employees are also trained on the NPDES good housekeeping practices, BMP inspection and installation, sewer inspection and dye testing.
- The Village has added training requirements to the front-end contract language so all contractors working in the Village must also have training as well.
- The Village inspects and cleans approximately 10% of the mainline storm sewer system annually.
- The Village inspects the detention pond at 711 Laramie after every rain event and cleans/repairs the detention pond restrictor as needed.
- The Village inspects outfall structures after 2 inches of rainfall, and outfalls are cleaned every 3 years as preventive maintenance.
- The Village cleans catch basins and inlets on a 5-year cycle. This preventative maintenance will help eliminate any potential debris from blocking the storm sewer drains.
- The Village has procedures in place to eliminate or reduce discharge of pollutants from municipal operations, including a covered salt storage area, proper storage of spoil materials, and placement of inlet protection in the maintenance yard.

- The Village uses only licensed applicators and operators from the Illinois Department of Agriculture for spraying pesticides and/or herbicides. Minimal applications of organic fertilizers and pesticides are used at Village facilities and in Village rights of way, and only as needed. Proper fertilizer and pesticide storage minimizes the potential for pollution of runoff.
- The Public Works Street and Forestry Divisions plant natural vegetation in areas appropriate for this practice. Natural vegetation reduces the need for pesticides and herbicides, and intercepts stormwater runoff. Natural areas are maintained by regular mowing, weed control, organic fertilization, irrigation and maintenance using good housekeeping practices. This practice will help reduce runoff and minimize debris from entering into the storm systems.
- The Village completes street sweeping in business streets weekly and residential streets monthly (weather dependent). Spoil bins are located at Public Works with drains that connect to the sanitary system, which eliminate waste from entering the storm sewer system.
- The Village's vehicle wash facility is entirely self-contained as it filters and recycles the wash water with any overflow discharging to the sanitary system. The Village also recycles used motor oil and filter products.
- The Village has floodplain management regulations and has completed an assessment of the separate stormwater system and continues to evaluate flood reduction BMPs that incorporate pollutant reduction techniques including rain gardens.
- The Village performs yearly visual monitoring of the receiving waters to help assess the BMPs in their ILR40 permit. Where possible, the Village will utilize monitoring data collected by MWRD or IEPA.

### **Water Quality Monitoring and Data Collection**

The Village is a member of the [North Branch Chicago River Watershed Workgroup \(NBWW\)](#), which performs water quality monitoring on behalf of the Village at 25 locations throughout the watershed. The Village also maintains a database of observed and reported storm and sanitary sewer problems for immediate or planned corrective action to respond to illicit discharge to the storm sewers.

### **Reporting and Program Evaluation**

The Village of Wilmette's separate storm sewer system discharges into the North Branch of the Chicago River. This activity is regulated by Wilmette's National Pollutant Discharge Elimination System (NPDES) Permit issued by the Illinois Environmental Protection Agency (IEPA). Each year, the Village submits an Annual Report to the IEPA documenting its compliance with the conditions of the NPDES General Permit.

The term of the Village's General Permit from the IEPA is five years. At the end of each permit term, the Village submits a Notice of Intent (NOI) to comply with the conditions of the General Permit to the IEPA. This Notice of Intent describes the practices the Village intends to implement in order to meet the conditions of the General Permit.

The Village's Stormwater Management Program is evaluated annually during the preparation of the Annual Report, as well as during the preparation of the NOI. Any revisions to the Stormwater Management Program are reported to the IEPA via the Annual Report.