



Illinois Environmental Protection Agency

1021 North Grand Avenue East • P.O. Box 19276 • Springfield • Illinois • 62794-9276 • (217) 782-3397

Notice of Intent for New or Renewal of General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4's)

Part I. Municipal (MS4) Contact Information

- Name of Municipality: Prospect Heights MS4 #: ILR400427
Population (based on 2010 census): 16,256
- MS4 Mailing Address: 8 N. Elmhurst Road City: Prospect Heights, IL Zip: 60070
- Primary MS4 Contact Person (Authorized Representative for MS4 Permit)
Name: Joe Wade Title: City Administrator
Phone: _____ Email Address: jwade@prospect-heights.org

General Information

- Latitude and Longitude at approximate geographical center of MS4 for which you are requesting authorization to discharge:
Latitude: 42 5 46.1 Longitude: 87 56 15.7
Degrees Minutes Seconds Degrees Minutes Seconds
- Community Type: City ☒ Other: _____
- Name(s) of governmental entity(ies) in which MS4 is located:

City/Village	Township	County
Prospect Heights	Wheeling	Cook
- Area of land within your MS4 in square miles: 4.3
- Percent of MS4 served by combined sewer: 0% Percent of MS4 served by separate sewer: 100%

Impaired Waters

The most recent 303(d) list may be found at <https://www2.illinois.gov/epa/topics/water-quality/watershed-management/tmdls/Pages/303d-list.aspx>. Information regarding TMDLs may be found at <https://www2.illinois.gov/epa/topics/water-quality/watershed-management/tmdls/Pages/default.aspx>.

- | Name(s) of known receiving waters (in and within 3 miles of MS4 area) | Impairment listed on 303d List or TMDL? |
|---|---|
| See Attachment A | ☒ Yes ☐ No |

9a. If impaired, which potential causes and source?

Causes: See Attachment A Source: _____

9b. Are the receiving waterbodies included in an approved TMDL or alternate water quality management plan? ☒ Yes ☐ No

If yes, what measures to comply with the TMDL waste load allocation (WLA) are being implemented or are planned?

See Attachment A

9c. Is the MS4 community included in the chloride variance? ☐ Yes ☒ No

Program Responsibility

10. Shared Responsibility

Is your MS4 responsible for any permit requirements of another MS4 community? ☐ Yes ☒ No

Does your MS4 Community rely on another MS4 to satisfy any of the permit requirements? ☐ Yes ☒ No

11. Co-Permittee

Is your MS4 Community a Co-Permittee with another MS4 Community? ☐ Yes ☒ No

12. Other contacts responsible for implementation or coordination of Stormwater Management Program

Name: Patrick J. Glenn Title: Engineer

Phone: (847) 478-9700 Email: pglenn@gha-engineers.com

Area of Responsibility: Technical Guidance

Add a row

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Part II. Best Management Practices (include shared responsibilities) which have been implemented or are proposed to be implemented in the MS4 area

A. Public Education and Outreach

Approximate date first implemented: _____ Frequency of each BMP program: _____

Qualifying Local Programs

Measurable Goals (include shared responsibilities)

☒ **A.1 Distributed Paper Material**

Brief Description of BMP

The City of Prospect Heights quarterly newsletter and local environmental group handouts/brochures handed out during events and available at City Hall and the website.

Measurable Goals, including frequencies

Annual publication of newsletter NPDES articles and provisions for handouts containing articles of interest and education regarding stormwater drainage, MWRDGC, water shed studies, activities and local environmental groups, maintenance of drainage areas.

Milestones

Year 1: Publication of one stormwater related article annually in the City Newsletter.

Year 2: Publication of one stormwater related article annually in the City Newsletter.

Year 3: Publication of one stormwater related article annually in the City Newsletter.

Year 4: Publication of one stormwater related article annually in the City Newsletter.

Year 5: Publication of one stormwater related article annually in the City Newsletter.

Additional Info

BMP Number: _____

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- ☐ A.2 Speaking Engagement
- ☐ A.3 Public Service Announcement
- ☐ A.4 Community Event
- ☐ A.5 Classroom Education Material
- ☒ A.6 Other Public Education

Brief Description of BMP

The Village maintains a link to the MS4 webpage on its website which contains educational links to:

i. Information on effective pollution prevention measures to minimize the discharge of pollutants from private property and activities into the storm sewer system, on the following topics:

- A. Storage and disposal of fuels, oils and similar materials used in the operation of or leaking from, vehicles and other equipment (SWANCC website);
- B. Potential impacts/effects on storm water discharge due to climate change;
- C. Homeowner tips for improving stormwater runoff; and

D. Winter de-icing material storage and use.

ii. Information about green infrastructure strategies such as green roofs, rain gardens, rain barrels, bioswales, and permeable pavement that mimic natural processes and direct storm water to areas where it can be infiltrated, evaporated or reused:

A. EPA webpage "What is Green Infrastructure?"

B. Link to "Homeowners Best Practices"

C. EPA's Menu of Best Management Practices

iii. Information on the benefits and costs of such strategies and provide guidance to the public on how to implement them:

A. EPA webpage "What You Can Do: In Your Home" - tips for homeowner best management practices

B. EPA webpage "What is Green Infrastructure?"

Measurable Goals, including frequencies

Maintain link on Village Website

Milestones

Year 1: Maintain link on Village Website

Year 2: Maintain link on Village Website

Year 3: Maintain link on Village Website

Year 4: Maintain link on Village Website

Year 5: Maintain link on Village Website

Additional Info

BMP Number: _____

Add a row

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B. Public Participation/Involvement

Approximate date first implemented: _____ Frequency of each BMP program: _____

Qualifying Local Programs

☒ B.1 Public Panel

Brief Description of BMP

The City of Prospect Heights holds a minimum of one public meeting annually for the public, to provide input on the City's SMPP and overall MS4 program. During the meeting, the City Engineer/Consultant will give a presentation on the SMPP, including status of compliance, BMPs and measurable goals that the City has defined, and results of the visual screening of the outfall. This requirement is met as part of a regularly scheduled board meeting.

Measurable Goals, including frequencies

Prevent information annually

Milestones

Measurable Goals (include shared responsibilities)

Year 1:	Present annually at public meeting
Year 2:	Present annually at public meeting
Year 3:	Present annually at public meeting
Year 4:	Present annually at public meeting
Year 5:	Present annually at public meeting

Additional Info

BMP Number: _____

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Add a row

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- ☐ B.2 Educational Volunteer
- ☐ B.3 Stakeholder Meeting
- ☐ B.4 Public Hearing
- ☐ B.5 Volunteer Monitoring
- ☐ B.6. Program Involvement
- ☐ B.7 Other Public Involvement

C. Illicit Discharge Detection and Elimination

Approximate date first implemented: _____ Frequency of each BMP program: _____

Qualifying Local Programs

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- ☒ C.1 Sewer Map Preparation

Brief Description of BMP

The City of Prospect Heights has developed a storm sewer system atlas, showing the location of the outfall and the location of all waters that receive discharges from those outfalls. The storm sewer system map will be updated as necessary, to include any modifications to the sewer system.

Measurable Goals, including frequencies

Update map as necessary

Milestones

Year 1:	Maintain storm sewer system map
Year 2:	Maintain storm sewer system map
Year 3:	Maintain storm sewer system map
Year 4:	Maintain storm sewer system map

Measurable Goals (include shared responsibilities)

Year 5: Maintain storm sewer system map

Additional Info

BMP Number: _____

Add a row

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☒ C.2 Regulatory Control Program

Brief Description of BMP

The City of Prospect Heights has developed a program to detect and eliminate illicit connections or discharges in the MS4, including illegal dumping. The City has 7 outfalls which discharge to Crystal Creek, a tributary of the Des Plaines River. The IDEE program includes:

- i. An annual dry weather inspection (visual) of the 18 outfalls;
- ii. A contact/outreach form on the MS4 webpage (linked on the City website) for the public to report a potential illicit discharge;
- iii. The Public Works Department phone number posted on the City website where residents may report potential illicit discharge emergencies/spills/dumping;
- iv. Annual water quality testing of the parameters required by the ILR40 permit, at two upstream locations and one downstream location along McDonald Creek.

Non-storm water discharges into the City's storm sewer system are prohibited by the City's Sewer Ordinance (8-5-12) and Stormwater Runoff Ordinance (8-1-3). As written in the ordinance, a penalty in the form of a fine will be imposed for either cause or permitting of non-stormwater discharges.

Measurable Goals, including frequencies

Continue implementation of IDEE program

Milestones

Year 1: Follow IDEE program

Year 2: Follow IDEE program

Year 3: Follow IDEE program

Year 4: Follow IDEE program

Year 5: Follow IDEE program

Additional Info

BMP Number: _____

Add a row

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☐ C.3 Detection/Elimination Prioritization Plan

☐ C.4 Illicit Discharge Tracing Procedures

☐ C.5 Illicit Source Removal Procedures

☒ C.6 Program Evaluation and Assessment

Brief Description of BMP

The City annually evaluates its illicit discharge detection and elimination BMPs and measurable goals, and reports on this evaluation in the Annual Report.

Measurable Goals, including frequencies

Milestones

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Additional Info

BMP Number: _____

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☐ C.7 Visual Dry Weather Screening

☐ C.8 Pollutant Field Testing

☐ C.9 Public Notification

☒ C.10 Other Illicit Discharge Controls

Brief Description of BMP

In addition to its IDDE detection/elimination program and Sewer Ordinance, the City educates public employees, businesses, and the general public about the hazards associated with illicit discharges via handouts at the City Hall, and educational links on the MS4 webpage, as previously discussed.

Measurable Goals, including frequencies

Continue education on illicit discharges

Milestones

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Additional Info

BMP Number: _____

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Add a row

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D. Construction Site Runoff Control

Approximate date first implemented: _____ Frequency of each BMP program: _____

Qualifying Local Programs

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Measurable Goals (include shared responsibilities)

☒ D.1 Regulatory Control Program

Brief Description of BMP

The City of Prospect Heights complies with the ILR10 NPDES Permit for Storm Water Discharges from Construction Activities, which is applicable for any development or construction activity resulting in a land disturbance greater than or equal to 1 acre.

A. All regulated construction sites have a storm water pollution prevention plan (SWPPP) that meets the requirements of the ILR10 Permit, including management practices, controls, and other provisions at least as protective as the requirements contained in the Illinois Urban Manual, 2014, or as amended including green infrastructure techniques where practicable;

B. Sites requiring a SWPPP will have a signed certification on site, as well as a copy of the permit available;

C. Inspections are performed in compliance with the ILR10 permit

Measurable Goals, including frequencies

Enforce regulations

Milestones

Year 1: Enforce regulations

Year 2: Enforce regulations

Year 3: Enforce regulations

Year 4: Enforce regulations

Year 5: Enforce regulations

Additional Info

BMP Number: _____

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Add a row

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☒ D.2 Erosion and Sediment Control BMPs

Brief Description of BMP

All Cook County communities are governed by the Metropolitan Water Reclamation District of Greater Chicago's (MWRD) Watershed Management Ordinance (WMO), which sets requirements for Erosion and Sediment Control. This

is intended to ensure that the construction site operator designs, installs, and maintains effective erosion controls and sediment controls to minimize the discharge of pollutants. Such controls area designed, installed, and maintained to:

- A. Control storm water volume and velocity within the site to minimize soil erosion;
- B. Control storm water discharges, including both peak flow rates and total storm water volume, to minimize erosion at outlets and to minimize downstream channel and stream bank erosion;
- C. Minimize the amount of soil exposed during construction activity;
- D. Minimize the disturbance of steep slopes;
- E. Minimize sediment discharges from the site. The design, installation and maintenance of erosion and sediment controls must address factors such as the amount, frequency, intensity and duration of precipitation, the nature of resulting storm water runoff, and soil characteristics, including the range of soil particle sizes expected to be present on the site;
- F. Provide and maintain natural buffers around surface waters, direct storm water to vegetated areas to increase sediment removal, and maximize storm water infiltration, unless infeasible; and
- G. Minimize soil compaction and preserve topsoil, unless infeasible.

Measurable Goals, including frequencies

Enforce regulations

Milestones

Year 1: Enforce regulations

Year 2: Enforce regulations

Year 3: Enforce regulations

Year 4: Enforce regulations

Year 5: Enforce regulations

Additional Info

BMP Number: _____

Add a row

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☒ D.3 Other Waste Control Program

Brief Description of BMP

The City of Prospect Heights complies with MWRD's enforcement of the WMO, which requires all waste generated from construction site development (including building waste, concrete truck washout, chemicals, littler, sanitary waste, etc.) to be properly disposed of and prevented from entering the MS4 via stormwater runoff.

Measurable Goals, including frequencies

Enforce WMO

Milestones

Year 1: Enforce WMO

Year 2: Enforce WMO

Year 3: Enforce WMO

Year 4: Enforce WMO

Year 5:

Additional Info

BMP Number:

Add a row

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☒ D.4 Site Plan Review Procedures

Brief Description of BMP

Site plan reviews are conducted by the City Engineer for all major developments, which incorporate consideration of potential water quality impacts and site plan review of individual pre-construction site plans by the permittee to ensure consistency with local sediment and erosion control requirements;

Measurable Goals, including frequencies

Complete site plan reviews

Milestones

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Additional Info

BMP Number:

Add a row

Delete last row

☐ D.5 Public Information Handling Procedures

☒ D.6 Site Inspection/Enforcement Procedures

Brief Description of BMP

City of Prospect Heights's Building & Development Department oversees the entire permit process for any residential, commercial, and industrial construction throughout the City. The permit process requires that the property owner or contractor submit a project proposal/plans, which are reviewed for code compliance. Upon correction and approval of the construction documents, the permit will be issued. The contractor(s) shall register with the city prior the issuance of the permit. Inspection(s) are required throughout various stages of the project; and approval is expected prior to continuing onto the next phase.

A. The City's Building Code (Chapter 4) includes International, National, and State codes regarding building, property maintenance, and safety, for residential, commercial, and industrial properties.

B. The City's Soil Erosion and Sediment Control Code (Chapter 7) includes requirements for erosion control for general site development, and for preservation of drainage and waterways. The Code requires that various measures be taken to control erosion and sedimentation that are adequate to assure that sediment is not transported from the site by a

storm event of 10-year frequency or less. These requirements apply to all development activities. All projects involving development in a floodway must have an erosion control plan for disturbed areas.

Measurable Goals, including frequencies

Ensure permit compliance through inspections

Milestones

Year 1: Ensure permit compliance through inspections

Year 2: Ensure permit compliance through inspections

Year 3: Ensure permit compliance through inspections

Year 4: Ensure permit compliance through inspections

Year 5: Ensure permit compliance through inspections

Additional Info

BMP Number: _____

Add a row

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☒ D.7 Other Construction Site Runoff Controls

Brief Description of BMP

The City of Prospect Heights maintains a public comment form on the MS4 page on its website, where the public may report on potential stormwater discharges from construction sites.

Measurable Goals, including frequencies

Publicize public comment form

Milestones

Year 1: Follow up on reports of potential stormwater discharges

Year 2: Follow up on reports of potential stormwater discharges

Year 3: Follow up on reports of potential stormwater discharges

Year 4: Follow up on reports of potential stormwater discharges

Year 5: Follow up on reports of potential stormwater discharges

Additional Info

BMP Number: _____

Add a row

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E. Post-Construction Runoff Control

Approximate date first implemented: _____ Frequency of each BMP program: _____

Qualifying Local Programs

Measurable Goals (include shared responsibilities)

☐ E.1 Community Control Strategy

☒ E.2 Regulatory Control Program

Brief Description of BMP

For all new development and redevelopment, the City of Prospect Heights supports the MWRD's requirements in the WMO for reduction of the discharge of pollutants and the volume and velocity of storm water flow. The WMO has established standards for post construction stormwater management, including volume control BMPs. The WMO requires a Stormwater Management Submittal be included with the Watershed Management Permit, which includes following elements (when applicable): Site Runoff Plan, Stormwater Calculations, Base Flood Elevation Determination, Volume Control Plan, and Detention Facility Plan.

i. The City of Prospect Heights supports the MWRD's enforcement of Permanent Erosion Control Requirements, described in Article 4 of the WMO. Permanent erosion control practices are maintained until permanent stabilization is achieved.

ii. A Maintenance and Monitoring Plan Submittal, if required, plan must include all measures appropriate for the post-construction phase. These measures are described in Article 9 of the WMO.

Measurable Goals, including frequencies

Milestones

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Additional Info

BMP Number: _____

Add a row

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☒ E.3 Long Term O & M Procedures

Brief Description of BMP

The City's Development Permit code (7-1-8-1) requires that requires that final stabilization and restoration measures must be included in the SESC plan for detention in floodplains, for disturbed areas in flood fringe areas, and in designated floodways. This plan shall also include a description of final stabilization and revegetation measures, and the identification of a responsible party to ensure postconstruction maintenance.

Measurable Goals, including frequencies

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Milestones

Year 1:

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Year 2:

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Year 3:

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Year 4:

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Year 5:

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Additional Info

BMP Number: _____

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Add a row

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☒ E.4 Pre-Construction Review of BMP Designs

Brief Description of BMP

The City of Prospect Heights, through its Building & Development department, ensures that all regulated construction sites have post-construction management plans that meet or exceed the requirements the ILR10 NPDES permit including management practices, controls, and other provisions at least as protective as the requirements contained in the most recent version of the Illinois Urban Manual.

Measurable Goals, including frequencies

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Milestones

Year 1:

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Year 2:

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Year 3:

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Year 4:

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Year 5:

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Additional Info

BMP Number: _____

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Add a row

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☐ E.5 Site Inspections During Construction

- ☐ E.6 Post-Construction Inspections
- ☐ E.7 Other Post-Construction Runoff Controls

F. Pollution Prevention/Good Housekeeping

Approximate date first implemented: _____ Frequency of each BMP program: _____

Qualifying Local Programs

Measurable Goals (include shared responsibilities)

☒ F.1 Employee Training Program

Brief Description of BMP

Appropriate City staff members attend APWA seminars for Snow and Ice Management, and have reviewed additional de-icing Best Management Practice training materials

Measurable Goals, including frequencies

Train relevant staff as needed

Milestones

Year 1: Train relevant staff in Snow and Ice Management

Year 2: Train relevant staff in Snow and Ice Management

Year 3: Train relevant staff in Snow and Ice Management

Year 4: Train relevant staff in Snow and Ice Management

Year 5: Train relevant staff in Snow and Ice Management

Additional Info

BMP Number: _____

Add a row

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☒ F.2 Inspection and Maintenance Program

Brief Description of BMP

The City of Prospect Heights Public Works Department is responsible for City operations and maintenance activities. These maintenance activities include: street sweeping, snow and ice control, storm and wastewater collection systems, grounds maintenance, vehicle maintenance and street maintenance throughout the City. The Public Works department oversees the maintenance of streets, curbs, gutters, and storm sewers to ensure that they are smooth, clean, safe, and structurally sound for vehicular travel in a variety of weather conditions.

Measurable Goals, including frequencies

Milestones

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Additional Info

BMP Number: _____

Add a row

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☐ F.3 Municipal Operations Storm Water Control

☐ F.4 Municipal Operations Waste Disposal

☒ F.5 Flood Management/Assess Guidelines

Brief Description of BMP

The City of Prospect Heights, in addition to compliance with the NPDES program, maintains compliance with the National Flood Insurance Program's (NFIP) Community Rating System (CRS) program. The CRS program incentivizes community floodplain management activities to reduce flood risk, and encourages a comprehensive approach to floodplain management.

Measurable Goals, including frequencies

Milestones

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Additional Info

BMP Number: _____

Add a row

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☐ F.6 Other Municipal Operations Controls

BMPs Currently Implemented and Proposed

BMP Number	Location

Add a row

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Approximate Pollutant Reduction Resulting from each BMP

BMP Number	Pollutant	Reduction

Add a row

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Instream Monitoring ProgramIs there an instream monitoring program currently in place? ☒ Yes ☐ NoIs an instream monitoring program currently being proposed? ☐ Yes ☒ No

If Yes, which parameters are monitored and at what frequency?

Parameter	Frequency
Streambank inspection for erosion and other concerns	~20% per year

Add a row

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Sediment MonitoringIs sediment monitoring currently taking place? ☒ Yes ☐ No

If Yes, please describe the sediment sampling program.

Detention basins within the City are inspected on a 5 year cycle. Approximately 20% of detention basins are inspected annually, or 100% within 5 years.

Sample Monitoring of OutfallsIs sample monitoring of outfalls currently taking place? ☒ Yes ☐ No

If Yes, list locations, pollutant parameters, and frequency of sampling.

Location	Pollutant Parameter	Frequency of Sampling
See other monitoring		

Add a row

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Other Monitoring

Describe other types of monitoring implemented or proposed to evaluate the BMP effectiveness or water quality impact of stormwater.

The City completes inspections of high priority outfalls annually.

Part III. Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for knowingly submitting false information, including the possibility of fines and imprisonment.

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)).

Joe Wade

Authorized Representative Name

City Administrator

Title

Joe Wade

Authorized Representative Signature

2-23-21

Date

You may complete this form online and save a copy locally before printing and signing the form. It should then be sent to:

Illinois Environmental Protection Agency
Bureau of Water
Division of Water Pollution Control
Attn: Permit Section
P.O. Box 19276
1021 North Grand Avenue East
Springfield, IL 62794-9276

Information required by this form must be provided to comply with 415 ILCS 5/39 (2000). Failure to do so may prevent this form from being processed and could result in your application being denied.

Attachment A

#	Name	Assessment Unit ID	Watershed	Basin Name	Impairment	Area (acres)
1	Skokie Lagoons	IL_RHJ	N/A	Great Lakes/Calumet	Phosphorus (Total), Total Suspended Solids	225
2	Chicago Botanic Garden	IL_RHJA	N/A	Great Lakes/Calumet	Phosphorus (Total)	60.6
3	Skokie River	IL_HCCD-01	Chicago River- North Branch	N/A	Fecal Coliform	N/A
4	Middle Fork North Branch Chicago River	IL_HCCC-02	Chicago River- North Branch	N/A	Chloride	N/A
5	North Branch Chicago River	IL_HCC-07	Chicago River- North Branch	N/A	Chloride	N/A