

Village of Mount Prospect

Storm Water Management Program

IEPA Permit No. ILR400393



Table of Contents

1. Overview of the Storm Water Management Program
 - 1.1 Introduction
 - 1.2 State and Federal Regulations
 - 1.3 Organization of SWMP
 - 1.4 Watersheds, Sub-Watersheds and Receiving Waters
 - 1.5 Des Plaines River Watershed

2. Program Management
 - 2.1 Organizational Structure
 - A. Elected Officials
 - B. Appointed Officials and Staff
 - C. Storm Water Coordinator
 - 2.2 Coordination with the Metropolitan Water Reclamation District of Greater Chicago (MWRD)
 - 2.3 Coordination with Consultants
 - 2.4 Coordination with the Public
 - 2.5 Coordination with the IEPA
 - 2.6 Coordination with the Development Community
 - 2.7 Coordination of Contractors

3. Best Management Practices and Measurable Goals
 - 3.1 Public Education and Outreach
 - 3.2 Public Participation and Involvement
 - 3.3 Illicit Discharge Detection and Elimination
 - 3.4 Construction Site Runoff Control
 - 3.5 Post Construction Runoff Control
 - 3.6 Pollution Prevention and Good Housekeeping
 - 3.7 Identification and Selection of Best Management Practices
 - 3.8 Identification and Selection of Measurable Goals

4. The Storm Water Management Program
 - 4.1 Public Education and Outreach
 - A. Distributed Paper material Program
 - B. Public Service Announcement Program
 - C. Community Events Program
 - D. Village Website
 - E. Public Works Facility Tour
 - 4.2 Public Participation and Involvement
 - A. Educational Seminars
 - B. StormWater Management Update to Board
 - C. Other Programs for Public Involvement
 - D. Complaints, Suggestions, and requests
 - E. Watershed Planning and Stakeholders Meetings
 - F. Illicit Discharge/Illegal Dumping
 - 4.3 Illicit Discharge Detection and Elimination
 - A. Storm Sewer System Map
 - B. Regulatory Authority
 - C. Understanding Outfalls and Illicit Discharges

- D. Indirect Connection Program
- E. Direct Connection Illicit Discharge Program
- F. Public Notification Program
- 4.4 Construction Site Runoff Control
 - A. Regulatory Control Program
 - B. Responsible Parties
 - C. Site Plan Review
 - D. Construction Site Inspections
 - E. Construction Site Enforcement
 - F. Violation Notification Procedures
 - G. Performance Guarantees
 - H. Construction Site Waste Control
 - I. Complaints
 - J. Utility Construction Parkway Restoration
 - K. BMP Reference Information
- 4.5 Post Construction Runoff Control
 - A. Post Construction Runoff Controls Ordinance
 - B. Long Term Operations and Maintenance Procedures
 - C. Review of BMPs Designs Site Plan Review
 - D. Program for Site Inspections During Construction
 - E. Post Construction Inspections
- 4.6 Pollution Prevention and Good Housekeeping
 - A. Inspection and Maintenance Tracking System
 - B. Detention Pond Inspection
 - C. Outfall Structures Inspection
 - D. Catch Basin/Inlet Cleaning
 - E. Storm Sewers
 - F. Other Inlet and Grate Cleaning
 - G. Public Works Washing Station Facility
 - H. Materials Disposal
 - I. Material storage
 - J. Street Sweeping
 - K. Contained Hazardous Material Storage
 - L. Landscape maintenance
 - M. Snow Removal and Ice Control
 - N. Vehicle and Equipment Operations
 - O. Animal Nuisance Control
 - P. Spill Response Plan
 - Q. Employee Training
- 5. Program and Performance Monitoring, Evaluation and Reporting
 - 5.1 Performance Milestones
 - 5.2 Program Monitoring and Research
 - 5.3 Program Evaluation
 - 5.4 Program Reporting
 - 5.5 Renewal of Permit
- 6. Appendices
 - 1. List of Acronyms
 - 2. General ILR40 MS4 Permit

3. General ILR10 Construction Site Permit
4. Village Maps
5. Applicable Village Code Sections
6. Solid Waste Program Information
7. Storm Water Outfall Inspection Program
8. Pre-Construction Meeting Form
9. Soil Erosion and Sediment Control Inspection Form
10. Sample Notice of Violation Letter
11. Detention/Retention Pond Checklist
12. Indirect Illicit Discharge Tracking Form
13. Sample Maintenance Plans
14. Sample Monthly Tracking Form
15. Educational Materials
16. Bibliography and References

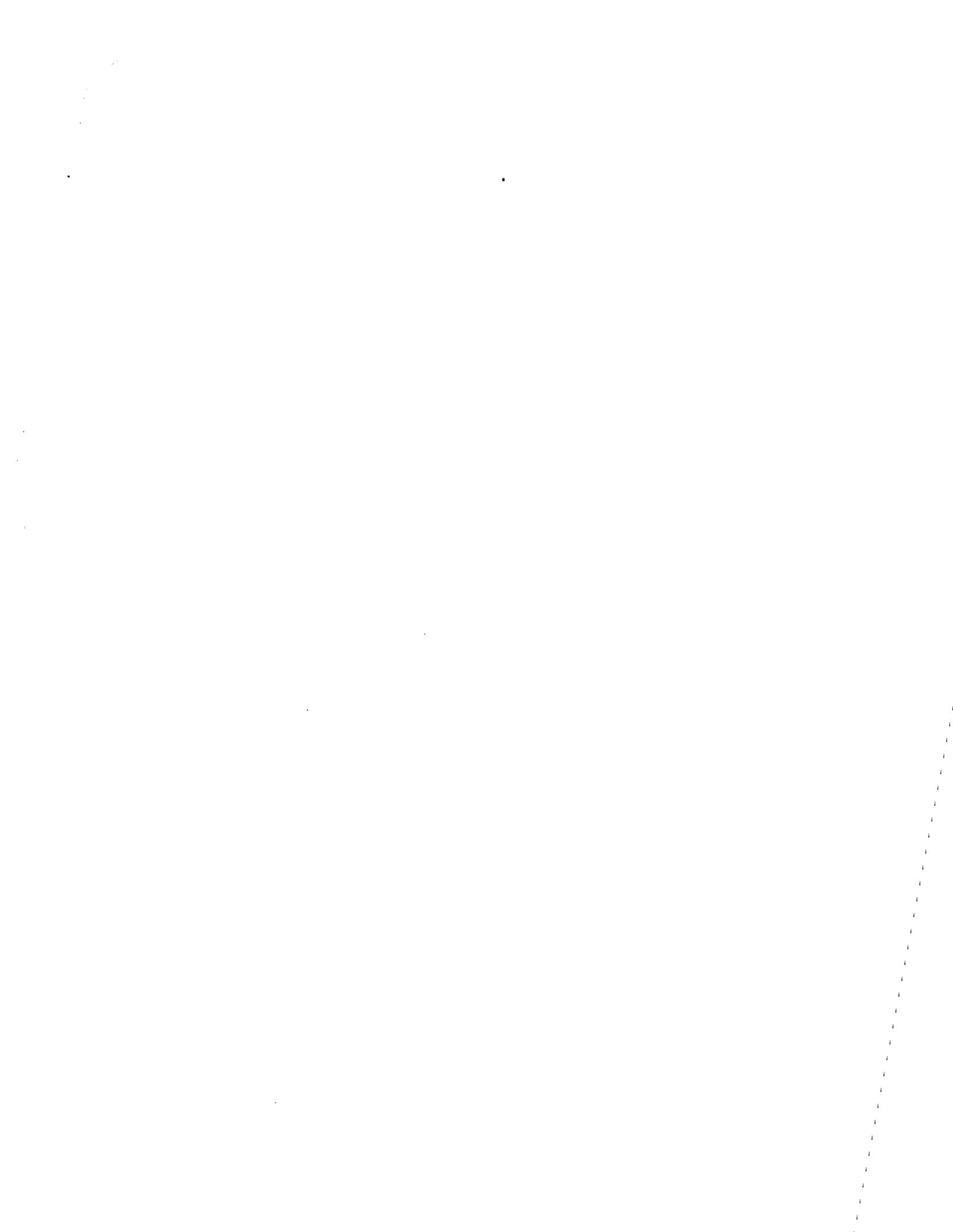
List of Tables and Figures

Figure 1: Characterizing Submersion and Flow

Figure 2: Outfall Inspection Procedure Flow Chart

Table 1: Potential Sources of Illicit Discharges to Storm Sewers

Table 2: Typical Maintenance Activities for Retention Ponds



Section 1: Overview of the Storm Water Management Program

1.1 Introduction

This MS4 Storm Water Management Program (SWMP) has been developed by the Village of Mount Prospect for the purpose of meeting the minimum standards required by the United States Environmental Protection Agency (USEPA) under the National Pollutant Discharge Elimination System (NPDES) Phase II program. Federal regulations through the USEPA require that all Municipal Separate Storm Sewer Systems (MS4s), partially or fully in urbanized areas based on the 2000 census, obtain storm water permits for their discharges into receiving waters. Regulated systems include the conveyance or system of conveyances including roads with drainage systems, municipal streets, catch basins, gutters, ditches, swales, manmade channels or storm sewers.

Storm water runoff naturally contains numerous constituents; however, urbanization and urban activities (including municipal activities) typically increase concentrations to levels that may impact water quality. Pollutants associated with storm water include sediment, nutrients, bacteria and viruses, oil and grease, metals, organics, pesticides, and gross pollutants. In addition to private construction sites, the following is a list of municipal activities that have the potential for generating pollutants:

Fixed Facilities Activities

Building Maintenance and Repair
Parking Lot Maintenance
Landscape Maintenance
Waste Handling and Disposal
Vehicle Fueling and Storage Tank Filling
Equipment Maintenance and Repair
Vehicle and Equipment Storage
Vehicle and Equipment Cleaning
Material Handling and Storage
Material Loading and Unloading
Minor Construction

Field Program Activities

Street Sweeping and Cleaning
Street Repair and Maintenance
Bridge and Structure Maintenance
Sidewalk Surface Cleaning
Sidewalk Repair
Controlling Litter
Landscape Mowing/Trimming/Planting
Fertilizer and Pesticide Application
Controlling Illicit Connections
Controlling Illegal Dumping
Solid Waste Collection and Recycling

The SWMP describes the procedures and practices that are implemented by the Village of Mount Prospect toward the goal of reducing the discharge of pollutants within storm water runoff in order to comply with Federal standards. The Village has the legal authority to control discharges to the municipal storm sewer system. The Village of Mount Prospect encourages neighboring communities districts and other entities to work together to establish a watershed approach to their comprehensive storm water management planning. The watershed approach will help to reduce costs and time by using existing resources and expertise. Neighboring communities include Prospect Heights, Arlington Heights, Elk Grove Village, Des Plaines and Glenview. Compliance with this program is intended to protect water quality, contributing to the following amenities:

- Cleaner lakes and streams,
- Improved recreational opportunities and tourism,
- Flood damage reduction,
- Improved aesthetics and wildlife habitat, and
- A safer and healthier environment for the citizens.

This SWMP addresses the primary program elements for all the Village of Mount Prospect activities, including:

- The manner in which the Village of Mount Prospect reviews, permits and inspects construction activity within its limits,
- The manner in which the Village of Mount Prospect manages the planning and design of projects performed within its limits,
- The manner in which the Village of Mount Prospect maintains its facilities and performs its day-to-day operations,
- The manner in which the Village of Mount Prospect works toward protecting the receiving streams from illicit discharges,
- The manner in which the Village of Mount Prospect provides public education and outreach,
- The manner in which the Village of Mount Prospect trains its employees in carrying out and reporting program activities, and
- The manner in which the Village of Mount Prospect continually monitors and evaluates the program.

1.2 State and Federal Regulations

Federal environmental regulations based on the 1972 Clean Water Act (CWA) require that MS4s, construction sites and industrial activities control polluted storm water runoff from entering receiving bodies of water (including navigable streams and lakes). The NPDES permit process regulates the discharge from these sources based on amendments to CWA in 1987 and the subsequent 1990 and 1999 regulations by the U.S. Environmental Protection Agency (USEPA). In Illinois, the USEPA has delegated administration of the Federal NPDES program to the Illinois Environmental Protection Agency (IEPA). At the state level storm water requirements are mirrored after the federal NPDES storm water requirements, requiring that storm water be treated to the maximum extent practicable. Illinois's NPDES program requires that all construction sites disturbing more than one acre, industrial sites, and all designated Municipal Separate Storm Sewer Systems (MS4s) obtain permit coverage. On December 20, 1999 the IEPA issued a general NPDES Phase II permit ILR40 for all MS4s. Under the General Permit each MS4 owner was required to submit a Notice of Intent (NOI) declaring compliance with the conditions of the permit by March 10, 2003. The original NOI describes the proposed activities and best management practices that occurred over the original 5-year period toward the ultimate goal of developing a compliant SWMP. After the 5th year, the components of the SWMP should have been implemented; refer to Section 5.1 for Performance Milestones. The IEPA reissued the ILR 40 permit on February 20, 2009 (effective April 1, 2009). A copy of the ILR40 permit is included in Appendix 2.

Additionally, under the General ILR10 permit (see appendix 3) also administered by IEPA, all construction projects that disturb greater than 1 acre of total land area must obtain an NPDES permit from IEPA prior to the start of construction. Municipal construction projects in municipalities covered by the General ILR40 permit are automatically covered under ILR10 thirty (30) days after the IEPA receives the NOI from the municipality.

1.3 Organization of SWMP

This SWMP identifies best management practices to be implemented in six different categories. These categories are:

- Public Education and Outreach,
- Public Participation/Involvement,
- Construction Site Runoff Control,
- Post-Construction Runoff Control,
- Illicit Discharge Detection and Elimination, and
- Pollution Prevention/Good Housekeeping.

Section 1: SWMP Overview - discusses the format of the document and the regulations associated with NPDES II through county, state and federal agencies.

Section 2: Plan Management - discusses the logistics of the SWMP. This includes the organization, implementation and responsible parties necessary to achieve overall compliance with the SWMP and NPDES Permit. It also identifies how the Village of Mount Prospect coordinates with other county and state agencies and discusses the legal authority that the Village has to implement the Plan components.

Section 3: Best Management Practices – discusses the identification and selection method for Measureable Goals and Best Management Practices.

Section 4: SWMP - addresses storm water pollutant control measures implemented by the Village of Mount Prospect through the six minimum control categories established by the USEPA.

Section 5: Monitoring, Program Evaluation and Reporting - describes the monitoring, evaluation and reporting procedures associated with the program. This SWMP is a guide created to protect the Village of Mount Prospect's receiving streams from pollution and resultant degradation. This Section assists in identifying best management practices and processes that may require improvement and refinement as the document becomes a more effective tool.

Section 6: Appendices – including forms, references, exhibits and bibliography.

1.4 Watershed, Sub-Watersheds, and Receiving Streams

The Village of Mount Prospect's storm water drains into the Des Plaines River Watershed primarily through McDonald Creek, Feehanville Ditch and Weller Creek.

1.5 Des Plaines River Watershed

Des Plaines River watershed originates in primarily agricultural Racine and Kenosha Counties in southeastern Wisconsin and flows south by southwest to the confluence with Salt Creek near Riverside, Illinois. The Upper Des Plaines River basin drains approximately 480 square miles (307,000 acres) of land, 346 of which are in Illinois. The basin is comprised of a variety of land uses, stages of development, and habitat types. The lower half of the basin, in Cook County and the far northeast corner of DuPage, is highly developed; yet small concentrations of forests and wetlands have been preserved along the Des Plaines and some tributaries. The landscape becomes increasingly interspersed with higher concentrations of urbanization from north to south.

Section 2: Program Management

This Section describes the organizational structure of the Village of Mount Prospect and further discusses the roles and responsibilities of the various involved parties.

2.1 Organizational Structure

The Village's Mayor and Board of Trustees are the policy and budget setting authority for the Village of Mount Prospect. The following outlines the organizational structure in the Village of Mount Prospect:

A. Elected Officials

Mayor

The Mayor is the chief executive officer of the village, and performs all such duties as may be required of him by statute or ordinance. He has supervision over all the executive officers of the Village and over all of the employees of the Village. He has the power and authority to inspect all books and records kept by any Village officer or employees at any reasonable time. He is the presiding officer of all regular and special meetings of the Board of Trustees and at all times when the board meets as a Committee of the Whole.

Trustees

The Board of trustees, consisting of six (6) members, is elected to office for a four (4) year term. The Board is the legislative department of the Village government, and acts taken and all powers exercised by it are pursuant to its home rule authority as granted by the Illinois constitution.

B. Appointed Officials and Staff

Village Manager

The Village Manager is responsible for carrying out the policies of the Village Board through direction of Village staff members. The Village Manager's Office is responsible for general day-to-day Village administration including assistance to Elected Officials, coordinating Committee of the Whole topics, Coffee with Council, block parties and liquor licenses

Finance Director

The Finance Director is responsible for the budget, annual financial report, tax information, water bill payments, parking ticket payments, refuse stickers, vehicle stickers, business licenses and transfer stamps

Community Development Director

The Community Development Director is responsible for administering zoning and development codes to ensure orderly development and redevelopment within the Village. Also, the Community Development Department reviews plans, issues permits and performs the necessary inspections to ensure adherence to proper construction and design codes. The department is further responsible for health, housing and property maintenance inspections to protect the health and well being of residents. The Community Development Department includes the following Divisions:

- **Planning and Economic Development Division**
The Planning Division is responsible for the Village's comprehensive plan, development and redevelopment regulations, community development block grant administration, signs (permit review, variations and sign code questions), corridor studies (neighborhood and major road area) and bike route planning and mapping.
- **Environmental Health Division**
The Environmental Health Division is responsible for improving the quality of life for Mount Prospect residents through multi-family housing inspections, health inspection programs and code enforcement.
- **Building Division**
The Building Department oversees all building permits and inspections.

The Public Works Department is divided into the following Divisions:

- **Engineering Division**
The Engineering Division is responsible for infrastructure improvements, streets, sidewalks, water/sewer systems, traffic engineering and flooding.
- **Forestry/Grounds Division**
The Forestry/Grounds Division is responsible for the maintenance of more than 24,000 parkway trees, the grounds around Village buildings, and over 40 acres of green space throughout Mount Prospect.
- **Streets/Building Division**
The Streets/Buildings Division of Public Works is responsible for street maintenance, snow and ice removal, street sweeping, street signs, potholes, storm sewers and catch basins, public right-of-way and graffiti removal.
- **Water/Sewer Division**
The Water/Sewer Division is responsible for village water leaks & low pressure, Village water meters, Village sewer replacement and repairs, street light outages, utility locates, infrastructure improvements, streets, sidewalks, water/sewer systems, traffic engineering and flooding.

C. Storm Water Coordinator

The Village of Mount Prospect's cooperative approach to compliance with the NPDES Phase II program is outlined in detail in this SWMP. By implementing this SWMP, the Village of Mount Prospect is considered in compliance with the NPDES Phase II program. The Director of Public Works, or designee, is the Storm Water Coordinator and is responsible for the oversight and implementation of this SWMP. The Storm Water Coordinator has many different responsibilities. He/She:

- Is the lead contact for coordination with County Officials, Metropolitan Water Reclamation District of Greater Chicago, the Illinois Environmental Protection Agency, contractors, the development community and other external regulatory agencies;

- Understands the requirements of ILR40, confirms that the SWMP meets the requirements of the permit and that the Village effectively implements the SWMP;
- Ensures that the Village complies with all minimum County Ordinance provisions;
- Is aware when a Municipal Project is required to be authorized under the ILR10 permit. In these cases the Storm Water Coordinator should ensure that the NOI is received by IEPA at least 30 days prior to the start of construction;
- Assists the development community in understanding when an ILR10 permit is required and whether construction sites comply with the general ILR10 and permit conditions; and
- Should understand the role illicit discharges play in the overall NPDES Phase II program. In general, an incidence of non-compliance must be filed with IEPA for illicit discharges exiting an MS4's outfall into a receiving water.

2.2 Coordination with the Metropolitan Water Reclamation District of Greater Chicago (MWRD)

The Metropolitan Water Reclamation District of Greater Chicago (MWRD) assumed authority over storm water management in Cook County pursuant to the passage of Public Act 93-1049 by the Illinois State Legislature on November 17, 2004. The act also required the preparation and adoption of a countywide storm water management plan and the development of a storm water management regulatory ordinance.

On February 15, 2007, the MWRD's Board of Commissioners adopted the Cook County Storm Water Management Plan (CCSMP) by ordinance. The CCSMP is not a regulatory ordinance and does not set forth any rules, regulations, or standards to which a municipality will be held to or be required to enforce. The CCSMP is a high level organizational plan wherein the overall framework for the countywide program is established and which the District is required per the Act to adopt as a first step in establishing the District's Countywide Storm Water Management Program.

2.3 Coordination with Consultants

The Village may enlist the services of consultants to assist in the implementation of the SWMP (including, but not limited to, plan review, site inspections and enforcement), and the design of Village projects. The Village Manager has the responsibility of administering these contracts.

2.4 Coordination with the Public

Coordination with the public occurs through public education and outreach, and public participation and involvement described in sections 3.1 and 3.2, respectively. In addition, the public has the opportunity to comment on proposed preliminary and final plats through the review process established by the Village's Municipal Code.

2.5 Coordination with the IEPA

The Village of Mount Prospect is required to complete an annual report which describes the status of compliance with the ILR40 permit conditions. The annual report must be posted on the Village's website and submitted to the IEPA by the first day of June each year. Annual reporting to IEPA should

consist of “implemented SWMP” for all tasks completed in accordance with this SWMP. Additional information should be provided for areas of enhancement or tasks not completed.

Records regarding the completion and progress of the SWMP must be kept by the community. Task sheets should be updated throughout the year and kept in the MS4 Annual Tracking Binder with necessary supporting documentation. The binder must be available for inspection by both IEPA and the general public.

2.6 Coordination with the Development Community

The Village of Mount Prospect has a responsibility to assist the development community in understanding when an ILR10 permit is required and whether construction sites comply with the general ILR10 permit conditions. The Village should understand the role illicit discharges play in the overall NPDES II program. In general, an incidence of non-compliance must be filed with IEPA for illicit discharges exiting an MS4’s outfall into a receiving water.

2.7 Coordination of Contractors

The Village of Mount Prospect may hire contracted services. The Village has a responsibility to educate contractors hired by the municipality of the requirements described in this SWMP and applicable requirements of the ILR40 and ILR10 permits. Furthermore, the municipality has a responsibility to ensure that the development community hires contractors that meet the necessary qualifications for the program.



Section 3: Best Management Practices and Measurable Goals

The Phase II Rule defines a small MS4 storm water management program as a program comprising six elements that when implemented in concert are expected to result in significant reductions of pollutants discharged into receiving water bodies. The six minimum control measures are as follows:

3.1 Public Education and Outreach

The MS4 must establish a Public Education and Outreach Program. This may include distributing educational materials and performing outreach to inform citizens about the impacts polluted storm water runoff discharges can have on water quality.

3.2 Public Participation/Involvement

The MS4 must develop a program to comply with applicable State, Tribal and local public notice requirements. They may include providing opportunities for citizens to participate in program development and implementation including effectively publicizing public hearings and/or encouraging citizen representatives on a storm water management panel.

3.3 Illicit Discharge Detection and Elimination

The MS4 must develop and implement a plan to detect and eliminate illicit discharges to the storm sewer system. This must include the development and use of a storm water system map including outfalls and water bodies. Prohibition of illicit discharges is to be promulgated through ordinance or other regulatory mechanisms with appropriate enforcement procedures and actions. Finally the plan must include provisions to inform public employees businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.

3.4 Construction Site Runoff Control

Through an ordinance or other regulatory mechanism the MS4 must require the implementation of proper erosion and sediment controls and controls for other wastes. Each construction site within the municipality impacting more than one acre must have a storm water pollution prevention plan that meets the requirements of the Illinois EPA NPDES Permit ILR10 and include control measures that are at least as protective as those control measures specified in the 2002 Illinois Urban Manual. Measures for a site plan review of construction plans, site inspection and enforcement of control measures and procedures for the receipt and consideration of information submitted by the public must be established.

3.5 Post-Construction Runoff Control

Through an ordinance or other regulatory mechanism, the MS4 must address the potential for post-construction from new developments and re-developments. This may include the use of both structural and non-structural best management practices. Each project must have a post-construction management plan that ensures long-term maintenance and operation of the best management practices. This plan must meet the requirements of the Illinois EPA NPDES Permit ILR10 and include control measures that are at least as protective as those control measures specified in the 2002 Illinois Urban Manual.

3.6 Pollution Prevention/Good Housekeeping

The MS4 must develop and implement a program with the goal of preventing or reducing pollutant runoff from municipal operations. The program must include Municipal staff training and materials on how to incorporate pollution prevention and good housekeeping techniques into

municipal operations such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance.

3.7 Identification and Selection of Best Management Practices

Effective storm water management is often achieved from a management systems approach as opposed to an approach that focuses on individual practices. That is, the pollutant control achievable from any given management system is viewed as the sum of the parts, taking into account the range of effectiveness associated with each single practice, the costs of each practice and the resulting overall cost and effectiveness. Some individual practices may not be very effective alone but in combination with others may provide a key function in highly effective systems. The Phase II rule encourages such system-building by stating the minimum requirements in more general terms, which allows for the use of appropriate situation-specific sets of practices that will achieve the minimum control measures.

To achieve a systematic approach for storm water management, the USEPA has stated that these minimum control measures should typically be implemented by applying one or more BMPs appropriate to the source location and climate. To facilitate the appropriate development and use of BMPs, EPA has established a menu of BMPs. These practices listed in the menu of BMPs have been found by EPA to be representative of the types of practices that can be applied successfully to achieve the minimum control measures. The USEPA recognizes that there is often site-specific regional and national variability in the selection of appropriate BMPs as well as in the design constraints and pollution control effectiveness of practices. The list of practices for each minimum control measure is not all-inclusive and does not preclude MS4s from using other technically sound practices. In all cases, however the practice or set of practices chosen by the MS4 needs to achieve the minimum control measure EPA recognizes as well that some MS4s may already be meeting the minimum measures or that only one or two practices may need to be added to achieve the measures.

The USEPA further states that existing storm water management practices should be recognized and appropriate credit given to those who have already made progress toward protecting water quality. Therefore, the USEPA concludes that there is no need to spend additional resources for a practice that is already in existence and operational. In accordance with the USEPA guidance, this SWMP incorporates many of the management practices that are already in use by the Village of Mount Prospect. In conformance with the Illinois EPA and the USEPA requirements, these existing management practices have been categorized in alignment with the six minimum control measures and the USEPA menu of BMPs.

3.8 Identification and Selection of Measurable Goals

Measurable goals are described in the Phase II rule as BMP design objectives or goals that quantify the progress of program implementation and the performance of the municipality's BMPs. They are objective markers or milestones that the MS4 and the permitting authority will use to track the progress and effectiveness of the BMPs in reducing pollutants to the maximum extent practical. EPA recommends that the Village develop a program with a variety of short- and long-term goals.

There are a number of different ways that EPA provides for writing measurable goals and so developing measurable goals may be based on one or more of the following general categories:

1. Tracking implementation over time.

Where a BMP is continually implemented over the permit term, a measurable goal can be developed to track how often or where this BMP is implemented.

2. Measuring progress in implementing the BMP.

Some BMPs are developed over time and a measurable goal can be used to track this progress until BMP implementation is completed.

3. Tracking total numbers of BMPs implemented.

Measurable goals also can be used to track BMP implementation numerically, e.g., the number of wet detention basins in place or the number of people changing their behavior due to the receipt of educational materials.

4. Tracking program/BMP effectiveness

Measurable goals can be developed to evaluate BMP effectiveness, for example, by evaluating a structural BMP's effectiveness at reducing pollutant loadings or evaluating a public education campaign's effectiveness at reaching and informing the target audience to determine whether it reduces pollutants to the maximum extent practical. A measurable goal can also be a BMP design objective or a performance standard.

5. Tracking environmental improvement

The ultimate goal of the NPDES storm water program is environmental improvement which can be a measurable goal. Achievement of environmental improvement can be assessed and documented by ascertaining whether state water quality standards are being met for the receiving water body or by tracking trends or improvements in water quality (chemical physical and biological) and other indicators such as the hydrologic or habitat condition of the water body or watershed.

EPA strongly recommends that measurable goals include, where appropriate, the following three components:

- The activity or BMP to be completed;
- A schedule or date of completion; and
- A quantifiable target to measure progress toward achieving the activity or BMP.

Measurable goals that include these three components and are easy to quantify will facilitate assessment by both the Village and the Illinois EPA of the progress that is being made toward achieving the goals of the Phase II storm water program.

Section 4: The Storm Water Management Program

This section presents the Best Management Practices that are currently implemented for the NPDES Phase II Storm Water Permit.

4.1 Public Education and Outreach

The Village of Mount Prospect conducts public education programs that inform the community of potential impacts on receiving streams and the contributions the public can make to reduce pollutants in storm water runoff. The Village utilizes a variety of methods to educate and provide outreach to the public about the importance of managing pollutants that potentially could enter the storm water system. The program includes the following activities:

A. Distributed Paper Material Program

The Village strives to make their residents aware of the potential impacts of hazardous household materials on water quality and inform residents of ways to properly store, handle and dispose of the chemicals. Oftentimes, bad habits that lead to water pollution stem from the fact that citizens don't know the chemicals are dangerous to the environment. Once they are informed, they can adjust their behavior to help protect water quality.

i. Solid Waste /Recycling Services Brochure

Pamphlets, booklets and brochures are an effective way to present and explain a storm water message. The Village of Mount Prospect currently distributes a solid waste recycling brochure "Residential Guide to Refuse Recycling and Yard Material Collection for Single and Multifamily Units". This brochure is provided in both English and Spanish to area residents to educate them on the Village's Solid Waste Management Program. This brochure informs the public on services that are available through the Village, as well as educates them on how to manage household hazardous waste, car batteries, tires and motor oil. Information on what constitutes illegal dumping is also provided including fines and penalties associated with such an act. The distribution of the Solid Waste Services brochure is the responsibility of the Department of Public Works. A copy of this brochure is included in Appendix 15.

ii. Household Hazardous Wastes

The average garage contains numerous products that are classified as hazardous wastes. These substances include paints, stains, solvents, used motor oil, pesticides, and cleaning products. While some household hazardous waste may be dumped into storm drains, most enters the storm drain system unintentionally as a result of outdoor rinsing and cleanup. Improper disposal of hazardous waste can result in acute toxicity to downstream aquatic life. The desired neighborhood behavior is to participate in hazardous waste collection days, and to use appropriate pollution prevention techniques when conducting rinsing, cleaning, and fueling operations. The Village provides support to the initiatives of the Solid Waste Agency of Northern Cook County (SWANCC) to employ a range of tools to improve resident participation. The Village includes educational materials in the Village Newsletter, offices and website about proper outdoor cleaning and rinsing techniques. In the event of a spill involving household hazardous waste, the Village's Police and Fire Departments are contacted for clean-up.

iii. Septic System Maintenance

Failing septic systems can be a major source of bacteria, nitrogen, and phosphorus, depending on the overall density of systems present in a sub-watershed. System failure results in illicit surface or subsurface discharges to streams. Septic systems are regulated by the Cook County Department. Many owners do not properly care for septic systems until a visible issue arises. Subsurface failures, which are the most common, often go unnoticed. In addition, inspections, pump outs, and repairs can be costly, causing many homeowners to put off the expenses until there is a real problem. Lastly, many septic system owners are not aware of the link between septic systems and water quality. The Village provides outreach materials on the website, at Village offices and in the Village Newsletter to increase awareness about septic system maintenance and water quality.

iv. Vehicle Fluid Maintenance

Dumping of automotive fluids into storm drains can cause major water quality problems especially because small amounts of oil or antifreeze can severely degrade the quality of a small stream. Dumping delivers hydrocarbons, oil and grease, metals, xylene, and other pollutants to streams. These pollutants can be particularly toxic during dry-weather conditions when existing flow cannot dilute these discharges. The Village provides outreach materials on the website, at Village offices and in the Village Newsletter to increase awareness about vehicle maintenance.

v. Car Washing

Car washing is a common neighborhood behavior that can produce transitory discharges of sediment, nutrients, and other pollutants to the curb, and ultimately into storm drains. The Village provides outreach materials on the website, at Village offices and in the Village Newsletter to promote environmentally safe car washing.

vi. Pool Dewatering

Chlorinated water discharged to surface waters, roadways, or storms sewers has an adverse impact on local storm water quality. High concentrations of chlorine are toxic to wildlife, fish and aquatic plants. The pH of the water should be between 6.5 and 8.5. Algaecides such as copper or silver can interrupt the normal algal and plant growth in receiving waters and should not be present when draining. Pool water should be prepared appropriately before draining down a pool. It is recommended that one of the following measures be used:

1. De-chlorinate the water in the pool prior to draining through mechanical or chemical with products are available at local stores,
2. De-chlorinate the water in the pool through natural means by allowing pool water to sit at least 2 days with a reasonable amount of sun, after the addition of chlorine or bromine. It is recommended that the chlorine level be tested after 2 days to ensure that concentrations are at safe level (below 0.1-mg/l), or
3. Drain the pool slowly over a several day period across the lawn; or drain directly into the sanitary sewer using the following additional guidelines:
 - a. Avoid discharging suspended particles (e.g. foreign objects blown into the pool like leaves, seedlings, twigs etc) with pool water.

- b) When draining your pool, do not discharge directly onto other private properties or into public right-of-way including storm sewer inlets.

The Village has developed a Pool Dewatering Fact Sheet (Appendix 15) stating the above information. Outreach efforts including information in the Village Newsletter, other mail-outs, and adding information to the take-away racks should occur each fall, preferably during September.

vii. Pet Waste Collection

When pet waste is not properly disposed of it can wash into nearby water bodies or can be carried by runoff into storm drains. Since storm drains do not connect to treatment facilities, but rather drain directly into lakes and streams, untreated animal feces can become a significant source of runoff pollution. As pet waste decays in a water body it uses up oxygen, sometimes releasing ammonia. Low oxygen levels and ammonia combined with warm temperatures can be detrimental to the health of fish and other aquatic life. Pet waste also contains nutrients that promote weed and algae growth eutrophication. Eutrophic water becomes cloudy and green making it unattractive or even prohibitive for swimming and recreation. Pet waste also carries bacteria viruses and parasites that can pose risks to human health and threaten wildlife.

The Village of Mount Prospect currently has an existing pet waste collection code (Chapter 20 Article 20.204 - see Appendix 5). The codified requirements are communicated to the public through the Village's website and in the Village Newsletter.

viii. Newsletter Article on Storm Water Management

Newsletters are powerful vehicles for delivering educational information, policy analyses, public notices and other messages. Graphics such as photos, charts and tables can provide added perspective to published stories and can deliver complex information on trends or other data in an easily understood format. The Village of Mount Prospect targets publication of storm water program education materials in the Village Newsletter twice a year. The Department of Public Works is responsible for the implementation of this BMP.

B. Public Service Announcement Program

Public service announcements (PSAs) can be a very successful outreach approach if they are well broadcast. Television PSAs can be highly effective if aired on selected stations at appropriate times for the audience. For best results the message should be repeated periodically and linked to something the audience values. Coverage of watershed issues from several different angles can help to accomplish this. The Department of Public Works and Cable TV Programmer will be jointly responsible for implementing this BMP.

C. Community Events Program

Presenting the message directly through a community event can be a very effective way to reach the target audience. The Village of Mount Prospect implements the following Best Management Practices as part of its Community Events Program:

- i. Public Works Open House Best Management Practice

The practice of an open house encompasses several public outreach practices including the use of displays and printed material. The open house offers an excellent opportunity to educate the public about the link between the storm drain system and drinking water quality. Education materials promote the importance of not littering, nutrient over-enrichment and other practices that contribute to non-point source pollution. The open house further allows the audience the opportunity to interact and ask questions. The Department of Public Works is responsible for maintaining the open house, which is conducted annually.

ii. Arbor Day Best Management Practice

Reforestation programs can be used throughout the community to re-establish forested cover on a cleared site, establish a forested buffer along stream corridors to filter pollutants and reduce flood hazards, provide shade and aesthetic benefits in neighborhoods and parks and improve appearance and pedestrian comfort along roadsides and in parking lots. The Village promotion of Arbor Day is well aligned to the current cost-share tree planting program described under the Public Participation/Involvement minimum control measure. The promotion of Arbor Day and the cost-share tree planting program follow many of the same guidelines already presented in this minimum control measure, and can be incorporated with other BMP's. The Department of Public Works will maintain responsibility for advocacy and promotion of Arbor Day for the Village of Mount Prospect.

D. Village Website

The Village website includes storm water quality specific elements. The website gives information regarding water quality, solid waste, hazardous material, storm water and general environmental health. The website is continually being updated and tracked for hits. A significant amount of information is made available through links to other educational and informational sites. The site also contains forms to receive general feedback on the program as well as to report an illicit discharge.

This SWMP, Notice of Intent and any previous annual reports must be posted on the Village website. Each year's annual report must be posted on the Village website and submitted to the IEPA by the first day of June each year.

E. Public Works Facility Tour

Providing storm water education through schools exposes the message not only to students, but to their parents as well. Many municipal storm water programs have partnered with educators and experts to develop storm water-related curricula for the children. This may be done in the classroom or, as the Village is doing, to establish tours at the Public Works Facility. Fortunately, these lessons need not be elaborate or expensive to be effective. The Village of Mount Prospect supplements the tour with education materials targeting school age children. The Village of Mount Prospect is currently hosting tours four times per year and will continue to do so as part of its SWMP. The Village will review and update, as necessary, this tour to ensure that this outreach program is aligned to the storm water goals and objectives of the Village. The Department of Public Works is responsible for the implementation and maintenance of this program.

4.2 Public Participation and Involvement

The NPDES Phase II Rule states that public participation/involvement must at a minimum comply with state, tribal and local public notice requirements when implementing a public involvement/participation program. However, EPA recommends that the public be included in developing, implementing and reviewing the municipality's Storm Water Management Program, and that the public participation process should make efforts to reach out and engage all economic and ethnic groups. Opportunities for members of the public to participate in program development and implementation include attending public hearings, working as citizen volunteers to educate other individuals about the program, assisting in program coordination with other pre-existing programs or participating in volunteer monitoring efforts. The following programs are implemented by the Village.

A. Educational Seminars

Building a strong relationship with the school district is the most important step in getting storm water education into the schools. It is important to emphasize that the role of a municipality is to support a school district's effort to educate students about storm water, not to dictate what programs and materials the school should use. If requested, the Village of Mount Prospect Department of Public Works hosts educational seminars for area students.

B. Storm Water Management Update to Board

Public involvement and public participation naturally require the inclusion of stakeholders. Stakeholders are individuals or groups in the community that are most affected by a municipality's storm water program. They have a vested interest in the water body and storm water activities. Stakeholders might include citizens, local school groups, community leaders, local and state government representatives and business owners in the watershed. Stakeholder meetings can be in the form of a local storm water management panel, a public meeting or any type of interactive information-sharing event. In addition to inviting the stakeholders, representatives from several local newspapers, radio stations and television news departments should be included. Journalists, broadcasters and others who attend the meetings can let others know what happened, when the next meeting is and how they can get involved. Since the audience will be diverse and at all levels of scientific knowledge, some of the best ways to disseminate information at stakeholder meetings is through graphics like photographs and charts. Storm water management uses a lot of technical terms such as watershed runoff and nonpoint source pollution. A glossary of commonly used terms might be displayed on a flip chart or as an overhead or it could be provided on a handout given to participants before the meeting starts. A question and answer period and time for comments should be planned. The Department of Public Works currently provides their Storm Water Management Update Report at a yearly board meeting that is open to the public and well publicized. The Department of Public Works is responsible for implementing this annual BMP.

C. Other Programs for Public Involvement

To supplement the Public Participation/Involvement minimum control measure, the following programs are implemented:

- i. Residential Parkway Tree Planting

Reforestation is essential to the restoration of many natural habitats. In areas all over the country volunteers community groups and state and local conservation groups have initiated tree-planting efforts. The Village of Mount Prospect currently practices a cost-share tree-planting program. This program is maintained by the Department of Public Works as part of the Village's Storm Water Management Program. Awareness of the cost-share tree-planting program is furthered through the public education and outreach minimum control measures, including the Arbor Day promotion.

ii. Residential Recycling

Recycling is a series of activities that includes collecting recyclable materials that would otherwise be considered waste, sorting and processing recyclables into raw materials such as fibers and manufacturing raw materials into new products. Trash and floating debris in waterways have become significant pollutants, especially in areas where a large volume of trash is generated in a concentrated area. Trash in water bodies contributes to visual pollution and detracts from the aesthetic qualities of the landscape. It also poses a threat to wildlife and human health (e.g., choking hazards to wildlife and bacteria to humans). For residents, the most convenient kind of collection is curbside collection. The Village of Mount Prospect offers curbside collection for its residents. The Village provides two recycling bins to each household. The recyclables accepted include newspaper, mixed paper; corrugated cardboard and mixed recyclables such as glass bottles and jars steel/tin/bi-metal cans, aluminum cans/foils/tins and various plastic containers. A drop off program for scrap metal is also in place. The Department of Public Works is responsible for the maintenance of the program.

iii. Commercial Recycling

Recycling is one aspect of a successful pollution prevention program. In general, pollution prevention is the combination of activities that reduce or eliminate the amount of chemical contaminants at the source of production or prevent this waste from entering the environment or waste stream. Pollution prevention occurs when raw materials, water, energy and other resources are used more efficiently, when less harmful substances are substituted for hazardous ones, and when toxic substances are eliminated from the production process. This can be accomplished through such methods as source reduction, reuse/recycling and energy recovery. Source reduction allows for the most significant improvements in environmental protection by avoiding the generation of waste. Reuse/recycling and energy recovery also is effective means of achieving pollution prevention goals. The economic benefits include greater business efficiency, increased competitiveness and reduced costs for regulatory monitoring and compliance. By preventing the generation of waste, pollution prevention can also reduce or eliminate long-term liabilities, clean up, storage and disposal costs. Finally, by preventing pollution, there is greater likelihood that a company will be in compliance with local, state and federal statutes. The Village provides guidance on recycling to businesses as requested.

iv. Coffee with Council

The Village provides residents the opportunity to discuss issues with the members of council at regular Coffee with Council meetings. This gives residents and informal forum to bring up issues and an opportunity for Village staff to educate the public. The meetings are held every second Saturday of every month from 9:00 am to 11:00 am. In addition, the Village hosts an annual Breakfast with the Mayor, which provides the business community an opportunity to find out what is happening around town and a forum to ask questions.

D. Complaints, Suggestions, and Requests

Calls are screened, logged and routed to the appropriate individual for action. General program related calls are directed to the Public Works Director, or designee. Construction activity, illicit discharge, storm sewer and other related storm water runoff concerns are directed to the Village Engineer. The Village maintains a website which enables and encourages public contact on these issues.

E. Watershed Planning and Stakeholders Meetings

The Village of Mount Prospect participates (and encourages the participation of local stakeholders) in local program events and other sponsored watershed planning events. The Village attends these events and will adopt watershed plans per the direction and in coordination with the IEPA.

F. Illicit Discharge/Illegal Dumping

The Village of Mount Prospect utilizes the Public Works phone number (847-441-3810) for residents to contact the Village with environmental concerns. Primary advertisement venues include the website and all related municipal publications. Telephone calls received from residents are logged on the Indirect Illicit Discharge Tracking Form (Appendix 12). The tracking forms should be reviewed by the Storm Water Coordinator annually to determine if trends occur, and if there is additional outreach efforts needed.

4.3 Illicit Discharge Detection and Elimination

Currently, illicit discharges (defined in 40 CFR 122.26(B)(2)) contribute considerable pollutant loads to receiving waters. There are two primary situations that constitute illicit discharges; these include non-storm water runoff from contaminated sites and the deliberate discharge or dumping of non-storm water. Illicit discharges can enter the storm sewer system as the result of either an indirect or direct connection.

Illicit connections are defined as illegal and/or improper connections to storm drainage systems and receiving waters. A discharge of industrial wastewater to a storm sewer is illicit because it would ordinarily require permit under the Clean Water Act. Many building owners or operators are not aware that improper connections exist in their facilities. Identifying and removing illicit connections is a measure for reducing storm water pollution. In extreme cases of illicit dumping, legal action is necessary.

The NPDES Phase II Storm Water Rule requirements for illicit discharge detection and elimination are more specific than the previously described minimum control measures. According to the rule, the Village of Mount Prospect must:

- Develop, implement and enforce a program to detect and eliminate illicit discharges into its MS4.
- In doing so, the Village must develop, if not already completed, a storm sewer system map showing the location of all outfalls and the names and location of all waters of the United States that receive discharges from those outfalls;

- To the extent allowable under State Tribal or local law, effectively prohibit, through ordinance or other regulatory mechanism, non-storm water discharges into the storm sewer system and implement appropriate enforcement procedures and actions;
- Develop and implement a plan to detect and address non-storm water discharges including illegal dumping to the system; and
- Inform public employees businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.

The following programs are implemented by the Village to meet this requirement.

A. Storm Sewer System Map

As required by the NPDES Phase II Storm Water Rule, the Village of Mount Prospect developed a map of the municipal storm sewer system identifying the location of all outfalls and the names and location of all waters of the United States that receive discharges from those outfalls. The storm sewer system map is meant to demonstrate a basic awareness of the intake and discharge areas of the system. It is needed to help determine the extent of discharged dry weather flows, the possible sources of the dry weather flows and the particular water bodies these flows may be affecting. The storm water system map includes locations of manholes, inlets, catch basins, sewers, culverts and ditches and outfalls. The final product is in a Geographic Information System (GIS) database. The outfall map is revised continuously throughout the year to incorporate permitted outfalls associated with new developments, as part of the Village's standard GIS operations.

B. Regulatory Authority

The NPDES Phase II Rule requires the Village of Mount Prospect to institute an ordinance that prohibits non-storm water discharges into the MS4 to the extent allowable under current State, Tribal, and local law. To limit illicit discharges, the ordinance must prohibit both illicit connections to the MS4 as well as the illegal discharge of pollutants into the MS4.

Effective implementation of an IDDE program requires adequate legal authority to remove illicit discharges and prohibit future illicit discharges. This regulatory authority is achieved through the Municipal Code. Additionally, the MWRD and IEPA have regulatory authority to control pollutant discharges and can take the necessary steps to correct or remove an inappropriate discharge over and above MS4 jurisdiction.

i. Municipal Code

The Village of Mount Prospect's Municipal Code contains restrictions on illicit discharges and storm water management. Relevant sections of the Municipal Code are identified below. Full sections of the Municipal Code are included in Appendix 5.

19.303: Water and Watercourses:

- a. It shall be unlawful and a nuisance for any person to obstruct, discharge any sewage into, or pollute any watercourse or source of water supply in the village.

- b. Any stagnant pool of water in the village is hereby declared to be a nuisance. It shall be unlawful for any person to permit any such nuisance to remain or exist on any property under his or its control. (1957 Code, 19.303, 19.304; amd. Ord. 3524, 5-21-1985)

19.304: Deposit of Refuse and Waste Prohibited:

It shall be unlawful for any person to deposit anywhere in the village any uncovered piles of refuse, garbage, or miscellaneous waste products, including offal, dead animal carcasses, and human or animal excrement. In addition, it shall be unlawful for any person to operate any septic system on his or her property in such manner as to allow such system to deposit human waste upon the ground surface of the property in question. It shall further be unlawful for any person to allow any animal owned or controlled by such person to deposit animal excrement in any place within this village without said person immediately removing such waste products and disposing of the same as hereinafter set forth. All such refuse, garbage and waste products shall be disposed of in accordance with the provisions of article II of this chapter, and any refuse, garbage or other miscellaneous animal or human waste products which are left uncovered in violation of the provisions of article II of this chapter for depositing and disposing of the same are hereby declared to be a nuisance. (1957 Code, 19.305; amd. Ord. 3524, 5-21-1985)

23.402: Dumping In Weller Creek and Other Places:

- a. It shall be unlawful for any person, either by himself or by an agent, employee or a servant to cast, throw, sweep, sift or deposit in any manner any kind of dirt, yard material, rubbish, waste article, thing or substance, whether liquid or solid, in or upon any public way or public place in the village, or in or upon the waters and/or channel area of Weller Creek or any canal, drain, sewer or receiving basin within the jurisdiction of said village. Neither shall any person cast, throw, sweep, sift or deposit any of the aforementioned items anywhere within the jurisdiction of the village in such manner that it may be carried or deposited in whole or in part by the action of the sun, wind, rain or snow, in any of the aforementioned places.
- b. Any person violating any provision of this section shall be fined as set forth in appendix A, division III of this code. A separate offense shall be deemed committed on each day during or on which a violation occurs. (Ord. 987, 6-9-1964; amd. Ord. 4168, 4-3-1990; Ord. 5518, 11-1-2005)

9.601: Use:

- a. No person shall discharge, or cause to be discharged, any wastewaters to any storm sewer.

9.603: Protection of Storm Sewer Works From Damage or Illegal Connections:

It shall be unlawful for any person to maliciously, wilfully or negligently break, damage, destroy, or tamper with any structure, appurtenance, or equipment which is a part of the storm sewer system, or to make or allow any illegal drain, downspout or pump to be connected to said sewer system.

- a. All sump pumps shall have a fitting at the ground, in accordance with section 21.223 of this code.

- b. All downspouts shall have a fitting at the ground, in accordance with section 21.223 of this code. (Ord. 5253, 5-21-2002)
- ii. Cook County Watershed Management Ordinance

The Metropolitan Water Reclamation District (MWRD) of Cook County is in the process of finalizing a Watershed Management Ordinance (WMO). The WMO is intended to protect Cook County citizens from increases in flooding, protect the County's natural resources, and to preserve and enhance water quality by fostering responsible development addressing storm water management. The Village of Mount Prospect is waiting on finalization of the WMO for adoption and implementation of additional storm water best management practices requirements.

The ordinance includes provisions allowing the municipality to inspect and test for any illicit discharges and connections. Prohibition of illicit discharges cover historical (grandfathered) connections, as well as new connections. Provisions require regulated facilities to take measures protecting against accidental spills and prohibited discharges. Specific requirements for a complete and timely notification are included in the event of such an incident. Finally, provisions for enforcement, including penalties, are included.

C. Understanding Outfalls and Illicit Discharges

Understanding the potential locations and the nature of illicit discharges in urban watersheds is essential to find, fix and prevent them. An Outfall (as defined at 40 CFR 122.26(B)(9)) means a point source (as defined by 40 CFR 122.2) at the point where a municipal separate storm sewer discharges into receiving Waters of the United States . Open conveyances connecting two municipal storm sewers, pipes, tunnels or other conveyances that connect segments of the same stream or other Waters of the United States are not considered Outfalls. For the purposes of this manual the following definitions shall be used:

Outfall: Storm sewer outlet, or other open conveyance point discharge location, that discharges into a Waters of the U.S., receiving water or another MS4.

Direct Connection: Non-storm water runoff in the storm drains created by illicit/improper connections between sanitary sewer and storm drain system.

Indirect Connection: Non-storm water runoff in the storm drains created by pollutants that enter the storm drain system through subtle connections, such as dumping or spillage of materials. Flash dumping is a common type of indirect connection.

Receiving Waters: All accumulations of water, surface and underground, natural and artificial, public and private, or parts thereof, which are wholly or partially within, flow through, or border upon the State of Illinois (Section 301.440 of Title 35: Subtitle C: Chapter I of the Illinois Pollution Control Board Regulations).

Regulated systems include the conveyance or system of conveyances including roads with drainage systems, municipal streets, catch basins, gutters, ditches, swales, manmade channels or storm sewers.

Table 1 shows that direct connections to storm sewer systems most likely originate from commercial/industrial facilities. Thus, the focus on Section 4.3 is on the identification of illicit discharges from commercial/industrial facilities.

Table 1: Potential Sources of Illicit Discharges to Storm Sewers

Potential Sources	Storm Sewer Entry		Flow Characteristics	
	Direct	Indirect	Continuous	Intermittent
Residential Sources				
Sanitary Wastewater	✓	X	✓	X
Septic Tank Effluent	-	✓	✓	X
Household Chemicals	X	✓	-	✓
Laundry Wastewater	✓	-	-	✓
Excess Landscaping Watering	-	✓	-	✓
Leaking Potable Water Pipes	-	✓	✓	-
Commercial Sources				
Gasoline Filling Stations	✓	X	-	✓
Vehicle Maint./Repair Facilities	✓	X	-	✓
Laundry Wastewater	✓	-	✓	X
Construction Site Dewatering	-	✓	✓	X
Sanitary Wastewater	✓	X	✓	-
Industrial Sources				
Leaking Tanks and Pipes	X	✓	✓	X
Misc. Process Waters	✓	X	✓	X

✓: Most likely condition.

X: May Occur

-: Not very likely

Source: Adapted From: USEPA. January 1993. *Investigation of Inappropriate Pollutant Entries Into Storm Drainage Systems: A User's Guide*. Cincinnati, Ohio.

It is noted that not all dry-weather flows are considered inappropriate discharges. Under certain conditions, the following discharges are not considered inappropriate by USEPA:

- Flows from riparian habitats and wetlands,
- Diverted stream flows,
- Springs,
- Rising groundwaters,
- Uncontaminated groundwater infiltration,
- Uncontaminated pumped groundwater,
- Discharges from potable water sources,
- Flows from foundation drains,
- Water from crawl spaces,
- Air conditioning condensation,
- Irrigation water,
- Landscaping irrigation,
- Water line flushing,
- Street wash water,
- Lawn watering,
- Individual car washing, and
- Dechlorinated swimming pool water.

D. Indirect Connection Program

Indirect connections are subtle connections, such as dumping or spillage of materials into storm sewer drains. Flash dumping is a common type of indirect connection. Generally, indirect modes of entry produce intermittent or transitory discharges, with the exception of groundwater seepage. There are five main modes of indirect entry for discharges.

i. Groundwater Seepage

Seepage discharges can be either continuous or intermittent, depending on the depth of the water table and the season. Groundwater seepage usually consists of relatively clean water that is not an illicit discharge by itself, but can mask other illicit discharges. If storm drains are located close to sanitary sewers, groundwater seepage may intermingle with diluted sewage. Addressing seepage that is observed during the outfall screening process is described in more detail in this Section.

ii. Spills

These transitory discharges occur when a spill travels across an impervious surface and enters a storm drain inlet. Spills can occur at many industrial, commercial and transport-related sites. A very common example is an oil or gas spill from an accident that then travels across the road and into the storm drain system. The Spill Response Plan is described in Section 4.

iii. Dumping

This type of transitory discharge is created when liquid wastes such as oil, grease, paint, solvents, and various automotive fluids are dumped into the storm drain. Liquid dumping occurs intermittently at sites that improperly dispose of rinse water and wash water during maintenance and cleanup operations. A common example is cleaning deep fryers in the parking lot of fast food operations.

iv. Outdoor Washing Activities

Outdoor washing may or may not be an illicit discharge, depending on the nature of the generating site that produces the wash water. For example, hosing off individual sidewalks and driveways may not generate significant flows or pollutant loads. On the other hand, routine washing of fueling areas, outdoor storage areas, and parking lots (power washing), and construction equipment cleanouts may result in unacceptable pollutant loads. Individual washing activities are addressed through the Public Education and Outreach Program in Section 3.1 whereas observed/documentated routine washing activities should be addressed through the Removal of Illicit Discharges Procedure in Section 3.3.

v. Non-target Irrigation from Landscaping or Lawns

Irrigation can produce intermittent discharges from over-watering or misdirected sprinklers that send tap water over impervious areas. In some instances, non-target irrigation can produce unacceptable loads of nutrients, organic matter or pesticides. The most common example is a discharge from commercial landscaping areas adjacent to parking lots connected to the storm drain system. This type of discharge is addressed by the Public Education and Outreach Program in Section 3.1.

E. Direct Connection Illicit Discharge Program

Direct connections enter through direct piping connections to the storm sewer system, and since direct connections exist regardless of whether or not a storm water event (e.g. rain or melting snow) is occurring, they are most easily detected during dry-weather periods. Inspection of storm water outfalls during dry-weather conditions reveals whether non-storm water flows exist. If non-storm water flows are observed, they can be screened and tested to determine whether pollutants are present. If the presence of pollutants is indicated, the detective work of identifying the source of the discharge can begin. Once the source is identified, it can then be corrected. The Village's direct connection illicit discharge program consists of five principal components: 1) program planning, 2) outfall screening, 3) follow-up investigation, 4) removal of illicit discharges, and 5) program evaluation.

i. Program Planning

Program Planning involves the office work, planning, and organization required to conduct the subsequent outfall screening and follow-up investigative activities of the program. Program planning identifies the regulatory authority to remove directly connected illicit discharges and the identification of the outfalls and receiving waters in the municipality (both discussed earlier in this section). Program planning for the direct connection portion of the overall program also includes the identification of the staffing and equipment needed to conduct the outfall screening, and scheduling of the outfall screening activities.

Staffing

Personnel for the outfall inspection screening program are required for program administration, effort for conducting the outfall screening, and any follow-up investigations. Typically, a two-member crew is necessary for the outfall inspections and follow-up portions of the program. Based on the number of outfalls owned by the Village of Mount Prospect, it is anticipated that a two-member crew will be required to perform inspections several weeks throughout the year.

Equipment Needs

General field equipment and specialized outfall screening equipment is required for the IDDE program. The method of collecting and managing inspection screening data is driven by available technology. Field crews shall carry basic safety items, such as cell phones, surgical gloves, and first aid kits.

Training

Applicable field personnel shall thoroughly read and understand the objectives of the IDDE subsections of this manual. Applicable field personnel shall have completed a standard training session. It is recommended that applicable field personnel accompany a supervisor on at least two outfall inspections to learn the use of the Storm water Outfall Inspection Data Form (Appendix 7). As a training exercise, new field personnel should independently conduct outfall screening activities until two outfall screening data forms are accurate and consistent with the supervisor investigator's forms.

Scheduling

Scheduling for outfall inspections is dependent on staff availability and weather. Inspections generally take place during the late summer or fall months, ideally in August, September, or October, although other summer or fall months may be acceptable, depending on weather conditions. This time period is generally warm, which improves field efficiency as well as

reliability and consistency of field-testing. This time period is also more likely to have extended dry periods with little or no precipitation, which is required for the inspection activities.

In order to ensure that samples collected are representative of dry-weather flows, inspections are conducted after a period of 72 hours of dry weather. A period of 72 hours is selected to allow local detention facilities to drain and local groundwater flows to recede after precipitation events. However, some judgment may be exercised in evaluating the 72 hour period to sampling. For example, if very light rain or drizzle occurred and no runoff was experienced, it is likely that dry-weather conditions would exist and outfall inspection could be conducted.

ii. Visual Dry Weather Inspection Program

Outfall inspections are performed at all outfalls noted on the Village's Outfall Inventory Map. Upon arriving at an outfall, the field crew inspects the outfall by approaching the outfall on foot to a proximity that allows visual observations to be made. Outfalls are assessed to determine which one of the three following conditions applies:

1. The outfall is dry or damp with no observed flow,
2. Flowing discharges are observed from the outfall, or
3. The outfall is partially or completely submerged with no observed flow or is inaccessible.

The field crew should photograph the outfall and complete the Storm Water Outfall Inspection Data Form (Appendix 7). The intent is to gather additional information to determine if an illicit discharge is present. If standing water is present in an outfall, or if it is inaccessible, complete the Storm Water Outfall Inspection Data Form with appropriate comments being written in the "Remarks" section of the data form.

Figure 1: Characterizing Submersion and Flow (Center for Watershed Protection)

 <p data-bbox="228 583 483 636">Submerged: More than ½ below water</p>	 <p data-bbox="721 583 943 636">Partially submerged: Bottom is below water</p>	 <p data-bbox="1230 583 1398 636">Fully submerged: Can't see outfall</p>
 <p data-bbox="191 1026 521 1058">Outfall fully submerged by debris</p>	 <p data-bbox="634 1026 1029 1079">Fully submerged from downstream trees trapping debris</p>	 <p data-bbox="1117 1026 1511 1079">Partially submerged by leaf debris "back water"</p>
 <p data-bbox="215 1467 496 1520">Trickle Flow: Very narrow stream of water</p>	 <p data-bbox="646 1467 1018 1520">Moderate Flow: Steady stream, but very shallow depth</p>	 <p data-bbox="1146 1478 1484 1530">Significant flow (Source is a fire hydrant discharge)</p>

iii. Outfall Assessment and Documentation

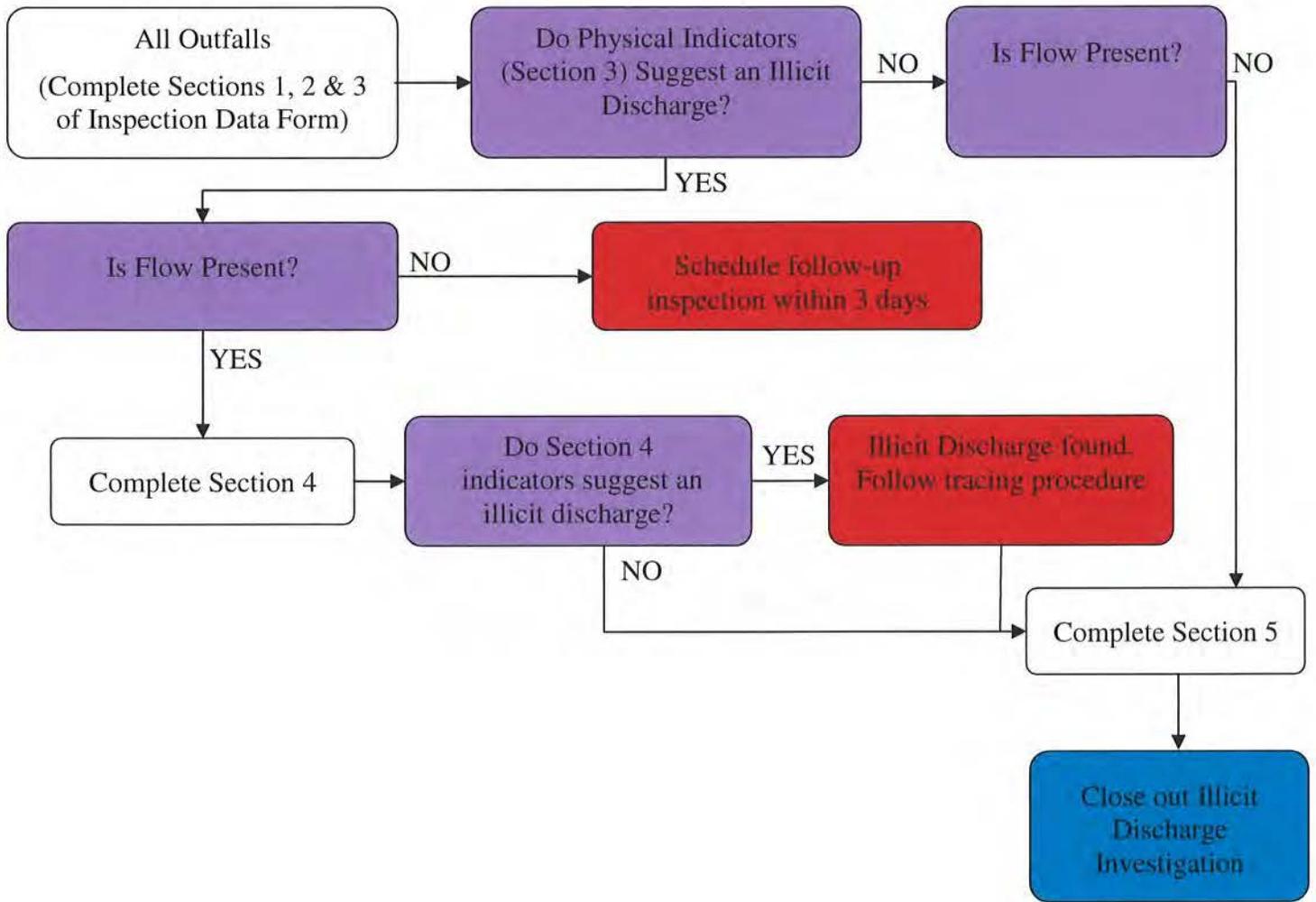
Complete the Storm Water Outfall Inspection Data Form for all outfall screening activities. All completed forms must be dated, legible, and contain accurate documentation of each outfall inspection. A separate data form must be completed for each outfall. It is recommended that non-smearing pens be used to complete the forms and that all data be objective and factual. Once completed, these data forms are considered accountable documents and are maintained as part of the Village's files. In addition to standard information, the data form is used to record other information that is noted at the time the outfall inspection is conducted (e.g. observations of dead or dying plants, fish kills, algal blooms (excessive algae growth), construction activities, and other

activities that might provide information regarding the potential for illicit connections or inappropriate discharges).

iv. Daily Closeout

Scan and file copies of completed data forms in the office. Also, update the outfall screening schedule and plan the next screening day’s activities. Discuss any problems locating outfalls with appropriate supervisory personnel.

Figure 2: Outfall Inspection Procedure Flow Chart



v. Follow Up Investigation

Follow-Up Investigation is necessary to determine the source of any identified pollutant flows and eliminate them. The major follow-up investigation components include:

- reviewing and assessing outfall inspection results,
- internal coordination, and
- conducting detailed storm sewer investigations to identify pollutant sources (tracing).

Follow up investigations are required for all outfalls with positive indicators for pollutant discharges. The outfall assessment results are reviewed to determine the magnitude of the dry-weather pollution problem and to determine the necessary steps to identify and remove the sources of any detected pollutants.

vi. Outfall Screening Results Review and Assessment

Detailed investigations of the storm sewer system may be required upstream of the outfalls to locate sources of illicit discharges or improper disposal. The need for detailed investigations is based on an evaluation of the data from the initial outfall screening. This element of the program serves to detect and remove pollutant sources.

vii. Source Identification

The procedure for detailed storm sewer investigation and source identification has three major components: 1) mapping and evaluation, 2) storm sewer investigation, and 3) tracing.

Mapping and Evaluation

For each outfall to be investigated, a large-scale working map should be obtained (digitally or in paper form) that includes the entire upstream storm sewer network, outfall locations and parcel boundaries indicated. This map product is based on information from the storm sewer atlas and outfall map. Land use information is evaluated to determine the types of residential, commercial, and industrial areas that might contribute the type of pollution identified at the outfall. If the contributing area is determined to be non-residential, the available Industrial/Business information should also be reviewed. Make attempts to match detected indicators with upstream activities.

Storm Sewer Investigation

After conducting the mapping evaluation, a manhole-by-manhole inspection is conducted to pinpoint the location of the inappropriate discharge into the storm sewer / conveyance system. This inspection requires a field crew to revisit the outfall where the polluted dry-weather discharge was detected. The field crew should be equipped with the same safety equipment and follow similar procedures as used during the outfall inspection.

After confirming that dry-weather flow is present at the outfall, the field crew continues moving to the next upstream manhole or access point investigating for dry weather flow. In cases where more than one source of dry-weather discharge enters a manhole, the field crew records this information on the screening form and then tracks each source separately. All sources are tracked upstream, manhole-by-manhole, until the dry-weather discharge is no longer detected. Finally, the last manhole where dry-weather flow is present is identified and potential sources to that manhole are accessed. This data is important for source identification.

The field crew should also determine whether there has been a significant change in the flow rate between manholes. If the flow rate appears to have changed between two manholes in the system, the illicit connection likely occurs between the two manholes.

Tracing

Once the manhole inspection has identified the reach area between two manholes suspected of containing an inappropriate discharge, testing may be necessary. If there is only one possible source to this section of the storm sewer system in the area, source identification and follow-up for corrective action is straightforward. Multiple sources, or non-definitive sources may require

additional evaluation and testing. The method of testing must be approved by the Director of Public Works prior to testing. Potential testing methods include fluorometric dye testing, smoke testing and/or remote video inspections.

viii. Removal of Illicit Discharges

Eight steps are taken to definitively identify and remove an inappropriate discharge to the storm sewer system. These steps are as follows:

- Step 1: If the type of discharge needs to be determined, have an outside laboratory service take a grab sample and test for the illicit discharge at the manhole located immediately downstream of the suspected discharge connection. All discharges may not necessarily require testing.
- Step 2: Conduct an internal meeting with appropriate personnel to discuss inspection and testing results and remedial procedures.
- Step 3: The Director of Public Works shall send a notification letter to the owner/operator of the property/site suspected of discharging a pollutant. The letter should request that the owner/operator describe the activities on the site and the possible sources of non-storm water discharges including information regarding the use and storage of hazardous substances, chemical storage practices, materials handling and disposal practices, storage tanks, types of permits, and pollution prevention plans.
- Step 4: Arrange a meeting for an inspection of the property with the owner/operator of the property where the pollution source is suspected and representatives from the Public Works and Engineering Departments. Most illicit connections and improper disposal can probably be detected during this step. Notify the site owner/operator of the problem and instruct them to take corrective measures.
- Step 5: Conduct additional tests as necessary if the initial site inspection is not successful in identifying the source of the problem. The Director of Public Works is responsible for determining the appropriate testing measure to pinpoint the source.
- Step 6: If the owner/operator does not voluntarily initiate corrective action, the Village issues a notification of noncompliance. The notification includes a description of the required action(s) and a time frame in which to assess the problem and take corrective action. Upon notification of noncompliance, the owner can be subject to any penalties stipulated in the Municipal Code.
- Step 7: Conduct follow-up inspections after stipulated time frame has elapsed to determine whether corrective actions have been implemented to remove the illicit connection or eliminate the improper disposal practice.
- Step 8: If corrective actions have been completed (i.e. and the illicit discharge has been eliminated) the Director of Public Works sends a notification of compliance letter to the owner/operator of the property/site suspected of discharging a pollutant.

If corrective actions have not been completed, an additional internal meeting is held to determine appropriate steps to obtain compliance. Appropriate actions may include monetary or other penalties.

ix. Program Evaluation

Review the results of the screening program to examine whether any trends can be identified that relate the incidence of dry-weather flow observations to the age or land use of a developed area. Experience gained from the USEPA NPDES program indicates a lower chance of observing polluted dry-weather flows in residential and newer development areas, while older and industrial land use areas having a higher incidence of observed dry-weather flows. Examine the screening results to determine whether any such obvious conclusions can be made. If so, these conclusions may guide future outfall screening activities.

Outfalls with positive indicators of potential pollution are investigated to identify upstream pollutant sources. Identified illicit direct connections must be eliminated. However, new sources may appear in the future as a result of mistaken cross connections from redevelopment, new-development or remodeling. Indirect or subtle discharges such as flash dumping are difficult to trace to their sources and can only be remedied through public education and reporting. Therefore, it is expected that to some degree they will continue although at a reduced magnitude and frequency. Although the outfall screening program will be successful in identifying and eliminating most pollutants in dry-weather discharges, the continued existence of dry-weather flows and associated pollutants will require an ongoing commitment to continue the outfall screening program.

The annual inspection screening will determine the effectiveness of the program on a long-term basis and show ongoing improvement through a reduced number of outfalls having positive indicators of potential pollutants. It is logical to assume that after several years of annual screening, the majority of the dry-weather pollution sources will be eliminated.

F. Public Notification Program

Municipalities and organizations all over the United States have implemented programs to stop the illegal dumping of trash and used materials. The most important method of implementing such programs is public education. To ensure their effectiveness, some programs allow for citizen reporting of illegal dumpers who can then be fined, sentenced to jail or are required to perform community service. Some clues that can help citizens identify illegal dumpers include:

- Illegal dumping often occurs late at night and before dawn.
- There is often no company name on the construction vehicles or equipment.
- The construction activity occurs on a site with no company advertising sign.
- There is no construction entrance adjacent to the roadway (an area of large stone and gravel placed to keep mud off streets).

The Village publicizes the Public Works and Police Department phone numbers for the public to report illicit discharges on outreach material and on the Village website.

4.4 Construction Site Runoff Control

By many accounts, the most environmentally dangerous period of development is the initial construction phase, when land is cleared of vegetation and graded to create a proper surface for construction. The removal of natural vegetation and topsoil makes the exposed area particularly susceptible to erosion, causing transformation of existing drainage areas and disturbance of sensitive areas.

In accordance with the NPDES Phase II Rule, the Village must develop, implement and enforce a program to reduce pollutants in any storm water runoff to its MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. Reduction of storm water discharges from construction activity disturbing less than one acre must be included in the program as well if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more. The Village program must include the development and implementation of, at a minimum:

- An ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance to the extent allowable under State, Tribal or local law;
- Requirements for construction site operators to implement appropriate erosion and sediment control SESC best management practices. As specified under Part IV of the Illinois EPA NPDES Permit ILR10, each project plan must at least as protective as the 2002 Illinois Urban Manual;
- Requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter and sanitary waste at the construction site that may cause adverse impacts to water quality;
- Procedures for site plan review ,which incorporate consideration of potential water quality impacts;
- Procedures for receipt and consideration of information submitted by the public; and
- Procedures for site inspection and enforcement of control measures

The Village of Mount Prospect implements the following programs to fulfill the requirements for this minimum control measure:

A. Regulatory Control Program

The Village's Municipal Code contains provisions for review, permitting, inspection and enforcement of construction site runoff control (see Appendix 5). The provisions of the Municipal Code are required for any development within the Village limits. The Village follows their Inspection and Violation Notification Procedure to ensure compliance with the approved plan.

Applicants submit the completed forms and supporting documentation to the Village for review and comment. After all applicable provisions of the Municipal Code have been addressed, a permit is issued. Each permit lists any additional conditions that are applicable to the development. Ordinance provisions include, but are not limited to, the following:

- Grading, soil erosion and sediment control plan,
- Established inspection duties for the applicant and procedures for inspections,
- Record keeping and reporting procedures,
- Security deposits to ensure faithful performance,
- Enforcement measures to achieve compliance, and
- A Two year warranty period for applicable developments.

As part of the permit review process, applicants that hydrologically disturb greater than 1-acre are also required to seek coverage under the statewide construction general permit by filing a Notice of Intent (NOI) with IEPA. A copy of the NOI must be submitted to the Village prior to commencement of any site work, including demolition. During construction, applicants are required to submit to the IEPA Incidence of Noncompliance (ION) forms, as necessary. After the site is substantially stabilized, the applicant is required to submit a Notice of Termination (NOT) to the IEPA.

B. Responsible Parties

The property owner is ultimately responsible for ensuring compliance with on-site soil erosion and sediment control measures. General contractors, sub-contractors and other hired employees of the property owner can assist in maintaining a compliant site; however the property owner remains the responsible party.

C. Site Plan Review

The Village reviews plans in accordance with the Village's Municipal Code. Elements reviewers look for in an effective site construction erosion and sediment control plan include:

- Minimize needless clearing and grading.
- Protect waterways and stabilize drainage ways.
- Phase construction to limit soil exposure.
- Stabilize exposed soils immediately.
- Protect steep slopes and cuts.
- Install perimeter controls to filter sediments.
- Employ advanced sediment settling controls.

The Department of Public Works currently conducts plan reviews to ensure that erosion controls are installed on all construction projects. Variances can only be approved through public hearing. The North Cook County Soil and Water Conservation District has resources for reviewing erosion and sediment control plans in conformance with the Illinois Urban Manual. The Village maintains a tracking log of current construction projects and associated permits and inspections.

D. Construction Site Inspections

All storm water BMPs should be inspected for continued effectiveness and structural integrity on a regular basis for the life of the construction project. Inspection and maintenance of BMPs should continue until all construction activities have ended and all areas of a site have been permanently stabilized. During each inspection, the Village Inspector should document whether the BMP is performing correctly, any damage to the BMP since the last inspection and recommendations for repairing the BMP if damage has occurred. Inspection checklists are used by the Village Inspectors (see Appendix 9). The Village currently appoints an Engineering Inspector from the Department of Public Works to inspect soil erosion and sediment control on construction sites on a weekly basis or more if needed.

The Director of Public Works, or designee, shall notify the permittee when the site fails to comply with the site development plan. Where it is found by inspection that conditions are not

substantially as stated or shown in the approved plan, the Director of Public Work, or designee, may stop further work until approval is obtained for a revised site plan conforming to the existing conditions. Plans for all work contemplated by the site plan, bearing the stamp of approval of the Village of Mount Prospect, shall be maintained at the site during progress of the work. Until the final inspection is made, a sign issued by the Village indicating permission to work has been granted by the Village shall be prominently displayed at the site, so as to be visible from the street. The frequency of inspections will vary depending on the scope and intensity of the development. The following is the typical inspection schedule for a major development. Minor developments may only require intermittent inspections for conformance with the approved plans.

1. The Village attends the pre-construction meeting on applicable development sites. During the pre-construction meeting the Pre-Construction Meeting Form (Appendix 8) is filled out by the Village attendee.
2. Preliminary Control Work: When all erosion and sediment control devices for each phase of site development has been completed, and prior to demolition or construction activities.
3. The Village performs site inspections throughout construction. The Village completes the Soil Erosion and Sediment Control Inspection Form (Appendix 9).
4. Rough Grading: When all rough grading for each phase of site development has been completed.
5. Final Inspection: When all work, including installation of all drainage and other structures and required planting, has been completed.
6. The Village requires as-built documentation of the storm water management system prior to final site stabilization. Upon Village approval of the as-builts, the applicant shall permanently stabilize the site.

E. Construction Site Enforcement

As part of the Village's Storm Water Management Program, the Village is prepared to enforce violations of the construction site ordinances. The Village ordinance provides specific authority to enforce the storm water management requirements and, if necessary, apply penalties. The Department of Public Works is currently responsible for enforcing the existing erosion and sediment control requirements and will maintain this responsibility under the Village's Storm Water Management Program.

F. Violation Notification Procedures

Section 23.1404 (Abatement Procedure) of the municipal code outlines the notification procedure as follows:

- i. Notice shall be given to the owner of the nuisance or the owner of the property on which the nuisance exists. For purposes of this section, the person to whom the last general tax bill on the property was sent shall be presumed to be the owner. Notice by regular mail and posting of notice on the front entrance to the structure or similar location shall be deemed sufficient, legal notice to the owner and all other responsible parties. If there is no structure on the property, a sign may be posted anywhere on the premises.
- ii. The notice shall state the location and nature of the nuisance. It shall inform the owner that if the nuisance is not abated within a specified number of days, the village will, at the expense of such owner, have such nuisance abated. Fourteen (14) days shall be such specified number

unless otherwise stated in this code, or the public health and safety require a shorter abatement period. The obligations of the owner are continuing obligations which are effective for one year from the date of the notice, which date shall be the date the notice was mailed or the date the notice was posted, whichever comes last.

- iii. If upon the giving of notice, the owner fails to abate the nuisance within the time and in the manner specified in the notice, the village may cause the nuisance to be abated, as it deems appropriate. The cost of the abatement shall be assessed against the land upon which the nuisance is located.
- iv. If the nuisance is of such threat to the welfare and safety of the community that it must be abated immediately, the village manager, in his or her sole discretion, is authorized to take such steps as may be necessary to effect the abatement regardless of the requirements of this article.
- v. All fees, costs or charges assessed or incurred by the village shall be a lien upon the real property. The lien shall be superior to all subsequent liens and encumbrances. The director shall file a notice of lien within two (2) years after such cost and expense is incurred, which notice of lien shall be filed in the office of the Cook County recorder of deeds.

G. Performance Guarantees

Chapter 15, Article 8 of the Municipal Code outlines the guarantee of improvement protection for construction sites. The permittee shall establish a security fund in a form and in an amount as set forth in this section. The security fund shall be continuously maintained in accordance with this section at the permittee's sole cost and expense until the completion of the work authorized under the permit.

The dollar amount of the security fund shall be sufficient to provide for the reasonably estimated cost to restore the right of way to at least as good a condition as that existing prior to the construction under the permit, as determined by the director of public works, and may also include reasonable, directly related costs that the Village estimates are likely to be incurred if the permittee fails to perform such restoration. Where the construction of facilities proposed under the permit will be performed in phases in multiple locations in the Village, with each phase consisting of construction of facilities in one location or a related group of locations, and where construction in another phase will not be undertaken prior to substantial completion of restoration in the previous phase or phases, the director of public works may, in the exercise of sound discretion, allow the permittee to post a single amount of security which shall be applicable to each phase of the construction under the permit. The amount of the security fund for phased construction shall be equal to the greatest amount that would have been required under the provisions of this subsection for any single phase.

H. Construction Site Waste Control

Chapter 23, Article 14 of the Village's Municipal Code contains provisions that address illicit discharges generated by construction sites.

I. Complaints

The Village publicizes the Public Works and Police Department phone numbers for the public to report ordinance violations, which include illicit discharges, illegal dumping as well as the construction site storm water runoff ordinances. Both site design and construction related phone calls are directed to the Village Engineer, or designee. Site design comments are handled on a case by case basis. Construction related calls are typically addressed by performing a site inspection.

J. Utility Construction Parkway Restoration

The Village's Municipal Code currently requires utility work to be done under a permit system. This permit system establishes requirements for parkway restoration and supports the objective of erosion and sediment control for construction sites. This program is administered through the Public Works Department.

K. BMP Reference Information

Reference information includes, but is not limited to, the following sources:

- MWRDGC draft Watershed Management Ordinance and Technical Guidance Manual
- Native Plant Guide,
- Illinois Urban Manual,
- Chicago Metropolitan Agency for Planning (previously Northeastern Illinois Planning Commission) Course Manuals,
- IDOT manuals,
- Center for Watershed Protection documents, and
- IEPA and USEPA publications.

4.5 Post Construction Runoff Control

In accordance with the NPDES Phase II Storm Water Rule, the Village must develop, implement and enforce a program to address storm water runoff from new development and redevelopment projects that disturb greater than or equal to one acre. This must include projects less than one acre that are part of a larger common plan of development or sale and that also discharge into the MS4. At a minimum, the program must ensure that controls are in place that would prevent or minimize water quality impacts. This includes requirements to:

- Develop and implement strategies that include a combination of structural and/or non-structural best management practices (BMPs) appropriate for the community;
- Use an ordinance or other regulatory mechanism to address post-construction runoff from new development; and redevelopment projects to the extent allowable under State, Tribal or local law. This includes meeting or exceeding the requirements of the NPDES General Permit ILR10 and at least as protective as the 2002 Illinois Urban Manual.
- Ensure adequate long-term operation and maintenance of BMPs.

The Village of Mount Prospect implements the following six BMP programs to fulfill the requirements of this minimum control measure:

A. Post Construction Runoff Controls Ordinance

The management of storm water runoff from sites after the construction phase is vital to controlling the impacts of development on urban water quality. The increase in impervious surfaces such as rooftops, roads, parking lots and sidewalks due to land development can have a detrimental effect on aquatic systems. Heightened levels of impervious cover have been associated with stream warming and loss of aquatic biodiversity in urban areas. Runoff from impervious areas can also contain a variety of pollutants that are detrimental to water quality, including sediment, nutrients, road salts, heavy metals, pathogenic bacteria and petroleum hydrocarbons.

Is there any such requirement?

B. Long Term Operations and Maintenance Procedures

All storm water treatment practices should have an enforceable operation and maintenance agreement to ensure the system functions as designed. This agreement should include any and all maintenance easements required to access and inspect the storm water treatment practices and to perform routine maintenance as necessary to ensure proper functioning of the storm water treatment practice. In addition, a legally binding covenant specifying the parties responsible for the proper maintenance of all storm water treatment practices can be secured prior to issuance of any permits for land disturbance activities. The Village of Mount Prospect currently has in place a Structural BMP Maintenance Ordinance that meets the objectives of this practice and will maintain this program as part of its storm water management plan.

The SWMP includes two long term maintenance plans. These sample maintenance plans are included in Appendix 12.

- The first plan is the recommended plan for existing detention and storm water management facilities, whether publicly or privately maintained. The intent of this sample plan is to provide guidance for the maintenance of facilities that do not have an approved plan. If an existing facility already has an adequate plan, this document would supersede the sample plan.
- The second plan is provided to applicants during the permit review period. This plan should be reviewed and enhanced by the applicant to reflect the sites specific design. Receipt of the signed and recorded maintenance plan is required prior to issuance of the permit or listed as a permit condition.

The maintenance plan should include requirements for post-construction management plans and ensure adequate long-term operation and maintenance of BMPs.

C. Review of BMPs Designs Site Plan Review

The Village of Mount Prospect should require submittal of a final storm water management plan for review and approval. To ensure that post-construction BMP controls remain effective for the long-term, a rigorous effort to planning, designing and constructing structural BMPs is necessary. A complete storm water management plan should include the following information:

- Contact Information

- Topographic Base Map
- Hydrologic and Hydraulic Design Calculations
- Soils Information
- Maintenance and Repair Plan
- Landscaping Plan
- Maintenance Easements / Maintenance Agreement
- Erosion and Sediment Control Plans for Construction of Storm Water Management Measures
- Other Environmental Permits

The Village of Mount Prospect currently has storm water runoff site plan review procedures in place. Permanent storm water BMPs are currently required on all construction, as stipulated by Village ordinance. Any variance from the ordinance requires public hearing. The Department of Public Works and the Department of Community Development are responsible for maintaining this BMP as part of its Storm Water Management Plan.

D. Program for Site Inspections During Construction

In addressing the minimum control measure for post-construction runoff control, the Village of Mount Prospect performs site inspections during construction to ensure the proper installation of structural BMPs. As part of the Village's storm water program, the Village and Department of Public Works should be prepared to enforce violations of the post construction storm water control ordinances. The Village ordinance should provide specific authority to enforce the storm water management requirements and if necessary, apply penalties. The most common enforcement mechanisms available include:

- **Non-Monetary Penalties:** Some municipalities require violators to perform restoration work or implement a BMP rather than pay a fine.
- **Fines:** Erosion and sediment control ordinances can set penalties for violations of a permit. For example a maximum fine might be set for various types of violations. In all cases the permittee would be fined upon conviction of the violation.
- **Stop Work Orders:** A stop work order or a permit revocation might be issued when a permit is violated or when development is implemented in a manner found to adversely affect the health, welfare or safety of persons residing or working in the neighborhood or at development sites or when there is a risk of injury to persons or property.
- **Bonding Requirement:** Bonding requirements are allowances that are set aside specifically to repair damage to temporary construction site erosion and sediment controls (e.g., silt fences caused by severe storm flows, high winds or fallen trees). Funds can be used only if documented inspections that show erosion and sediment controls are installed and maintained as required. This allowance helps to ensure compliance by contractor.
- **Restoration of Lands:** Any violator may be required to restore land to its undisturbed condition. In the event that restoration is not undertaken within a reasonable time after notice, the Village may take necessary corrective action, the cost of which shall become a lien upon the property until paid.
- **Holds on Occupation Permits:** Occupation permits will not be granted until corrections to all storm water practices have been made and accepted by the Village of Mount Prospect.

The Department of Public Works is currently responsible for enforcing the existing post construction storm water runoff control requirements and will maintain this responsibility under the Village's Storm Water Management Program.

E. Post Construction Inspections

To maintain the effectiveness of post-construction storm water control BMPs, regular inspection of control measures is essential. Generally, inspection and maintenance of BMPs can be categorized into two groups-expected routine maintenance and non-routine (repair) maintenance. Routine maintenance refers to checks performed on a regular basis to keep the BMP in good working order and aesthetically pleasing. In addition, routine inspection and maintenance is an efficient way to reduce the chance of polluting storm water runoff by finding and correcting problems before the next rain. The failure of structural storm water BMPs can lead to downstream flooding, causing property damage, injury and even death.

Under the NPDES Storm Water Phase II rule, the Village is responsible for implementing BMP inspection and maintenance programs and having penalties in place to deter infractions. All storm water BMPs should be inspected for continued effectiveness and structural integrity on a regular basis. Generally, all BMPs should be checked after each storm event, in addition to these regularly scheduled inspections. The Department of Public Works currently performs inspections of structural BMPs, such as retention and detention ponds. These inspections are performed twice each year. These practices meet the objectives of this minimum control measure and will be maintained by the Village as its storm water management plan.

Previously accepted developments are inspected with respect to the approved maintenance plan. A letter indicating the maintenance activity highlights, deficiencies or additional enhancements to the plan should be provided to the responsible party. For older developments that do not have a maintenance plan, the Village inspects facilities with respect to the sample existing facilities maintenance plan. A letter indicating the maintenance activity highlights and deficiencies should be provided to the responsible party. The sample maintenance plan is provided with the letter and the responsible party is encouraged to implement an annual maintenance program.

4.6 Pollution Prevention and Good Housekeeping

In accordance with the NPDES Phase II Storm Water Rule, the Village must develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Using training materials that are available from the USEPA, Illinois EPA or other organizations, the Village of Mount Prospect program must include employee training to prevent and reduce storm water pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance.

The Village of Mount Prospect implements the following programs to fulfill the requirements of this minimum control measure:

A. Inspection and Maintenance Tracking System

The Village of Mount Prospect currently has in place maintenance guidelines for various existing maintenance practices including inspections, repairs, management of materials, etc. and utilizes the

Hansen computer program for tracking. The key to maintaining records is continual updating. The Village will ensure that new information is added to existing inspection records and reports as it becomes available. Records for maintenance should be kept for at least five years. The Department of Public Works is responsible for implementing the computerized tracking system.

B. Detention Pond Inspection

Dry extended detention ponds (a.k.a. dry ponds, extended detention basins, detention ponds, extended detention ponds) are basins whose outlets have been designed to detain the storm water runoff from a water quality design storm for some minimum time (e.g. 24 hours) to allow particles and associated pollutants to settle. Unlike wet ponds, these facilities do not have a large permanent pool. However, they are often designed with small pools at the inlet and outlet of the basin. They can also be used to provide flood control by including additional flood detention storage. In addition to incorporating features into the pond design to minimize maintenance, some regular maintenance and inspection practices are needed. Table 2 outlines some of these practices.

Table 2: Typical Maintenance Activities for Retention Ponds

Activity	Schedule
Note erosion of pond banks or bottom	Semiannual inspection
Inspect for damage to the embankment	Annual inspection
Monitor for sediment accumulation in the facility and forebay	
Examine to ensure that inlet and outlet devices are free of debris and operational	
Repair undercut or eroded areas	
Mow side slopes	Standard maintenance
Manage pesticide and nutrients	
Remove litter and debris	
Seed or sod to restore dead or damaged ground cover	Annual maintenance (as needed)
Remove sediment from the forebay	5-to 7-year maintenance
Monitor sediment accumulations and remove sediment when the pond volume has been reduced by 25%	25-to 50-year maintenance

The Department of Public Works is currently responsible for the Village's inspection and cleaning program for retention/detention ponds. The Detention/Retention Pond Checklist (Appendix 11) is used to determine inspection locations. Basins are added to the checklist after new developments are approved and accepted. Locations identified on the checklists are inspected every year. During inspections, the water level is evaluated according to the following classifications:

Flood Height Classification

- Low – Normal Water Level (NWL)
- Medium – NWL to top of outlet
- High – Top of outlet and above

Condition

- Excellent – outlet is unimpaired, not blocked
- Fair –outlet obstructions observed although outlet is discharging
- Poor – outlet is blocked or obstructed

Inspections continue until water level recedes to mid-pipe (Medium classification). If maintenance work is required for a pipe culvert within the Village limits but in the State of Illinois right of way, the State's Maintenance Facility is notified. Similarly, the Cook County Highway Department is contacted for work within their right of way.

C. Outfall Structures Inspection

The Village's maintenance program includes inspections of outfall structures and water quality treatment systems. Without adequate maintenance, sediment and debris can quickly clog storm drainage facilities and render them useless. Preventive maintenance involves the regular inspection, testing and replacement or repair of equipment and operational systems. As a storm water BMP, preventive maintenance is used to monitor systems built to control storm water. These systems should be inspected to uncover cracks, leaks and other conditions that could cause breakdowns or failures of storm water mitigation structures and equipment which in turn could result in discharges of chemicals to surface waters either by direct overland flow or through storm drainage systems. The preventive maintenance program prevents breakdowns and failures through adjustment, repair or replacement of equipment before major breakdown or failure occurs.

The Department of Public Works is currently responsible for the Village's inspection and repair program for outfall structures. The Village will inspect structures annually and repair outfall structures, as necessary, as part of this minimum control measure.

D. Catch Basin/Inlet Cleaning

Catch basins are chambers or sumps that allow surface water runoff to enter the storm water conveyance system. Many catch basins are below the invert of the outlet pipe intended to retain coarse sediment. By trapping sediment, the catch basin prevents solids from clogging the storm sewer and being washed into receiving waters. Catch basins must be cleaned periodically to maintain their ability to trap sediment and consequently, their ability to prevent flooding. The removal of sediment, decaying debris and highly polluted water from catch basins has aesthetic and water quality benefits, including reducing foul odors, reducing suspended solids and reducing the load of oxygen-demanding substances that reach receiving waters. Generally, catch basins should be cleaned if the depth of deposits is greater than or equal to one-third to depth from the basin to the invert of the lowest pipe or opening into or out of the basin. Catch basins can be cleaned either manually or by specially designed equipment. Before any materials can be disposed, it may be necessary to perform a detailed analysis to characterize the waste. However, material removed from catch basins is usually stored at the Village's maintenance yard and disposed in a conventional landfill. The Department of Public Works is currently responsible for administering the Villages Catch Basin/Inlet Cleaning BMP. Catch basin locations are identified on the Storm Sewer Atlas. The Village's goal is to annually clean approximately 20% of all catch basins, to a minimum sump depth of 2 feet. Catch basins found to have structural deficiencies are reported to the Director of Public Works. Necessary remedial actions are completed by a contractor or incorporated into a capital project. Locations of cleaned catch basins and its condition are logged into the Village's NPDES tracking database.

E. Storm Sewers

If catch basin debris is at the invert elevation of the downstream pipe (i.e. has completely filled the sump area), then the downstream storm sewer system is also cleaned. Likewise, if a water main break or other heavy flow occurs that flushes potential illicit discharges into the storm sewer system, the receiving storm sewer lines are inspected and then cleaned as necessary. What is the regular schedule for cleaning storm sewers?

F. Other Inlet and Grate Cleaning

Cleaning of these areas occurs on an as-needed basis (e.g. complaints, incidences, standing water, etc). Spoil waste that is obtained from inlet and grate cleaning or vacuuming is disposed of at a proper disposal location. Any waste jetted out is picked up with a clapper bar if possible.

G. Public Works Washing Station Facility

Outdoor car washing has the potential to result in high loads of nutrients, metals and hydrocarbons during dry weather conditions in many watersheds as the detergent-rich water used to wash the grime off our cars flows down the street and into the storm drain. Commercial car wash facilities often recycle their water or are required to treat their wash water discharge prior to release to the sanitary sewer system. The Village of Mount Prospect currently utilizes triple catch basin connected to the sanitary sewer for washing vehicles and equipment. The Department of Public Works will maintain this facility as part of its objective for meeting the pollution prevention/good housekeeping minimum control measure.

H. Materials Disposal

Urban storm water BMPs are intended to remove pollutants from runoff and to improve water quality in downstream waters. Yet if not properly managed, the pollutants, debris and other storm water related waste themselves can become sources of storm water pollutants. To prevent such an occurrence, practices need to be implemented to ensure that debris and other materials are properly managed. Residuals may contain a variety of pollutants and thus proper handling and disposal of these materials is essential. This includes analysis of any wastes, proper controls for storage, and a determination of the final and best end-use and/or disposal of the debris. The Village of Mount Prospect currently has in place two programs for managing the storm water materials generated from implementation of its BMPs.

- Street Cleaning Materials Disposal in which materials are placed in a dumpster that is regularly hauled to a licensed landfill. All streets are cleaned every two weeks.
- Leaf Collection Materials Disposal where the material is taken to an EPA transfer station for ultimate disposal.

These programs are managed by the Department of Public Works. In support of the objectives for this minimum control measure, the Village will maintain its material disposal practices as part of its Storm Water Management Program.

I. Material Storage

Uncovered materials such as salt, wood, sand, stone, gravel, etc. have the potential to contaminate storm water when exposed to rain and/or runoff. Tarpaulins, plastic sheeting, roofs, buildings and

other enclosures are examples of temporary or permanent coverings that are effective in preventing storm water contamination. Covering is appropriate for loading/unloading areas, raw material, byproduct, and final product outdoor storage areas, fueling and vehicle maintenance areas and other high-risk areas. The Department of Public Works maintains its salt garage, covered fuel island and material storage areas. All material storage areas contain a roof with three sides on an asphalt bottom.

J. Street Sweeping

The Village employs street sweeping on a regular basis to minimize pollutant export to receiving waters. These cleaning practices are designed to remove from road and parking lot surfaces sediment, debris and other pollutants that are potential source of pollution impacting urban waterways. Recent improvements in street sweeper technology have enhanced the ability of present day machines to pick up the fine-grained sediment particles that carry a substantial portion of the storm water pollutant load. Street sweeping is used during the spring snowmelt to reduce pollutant loads from road salt and to reduce sand export to receiving waters. The Department of Public Works is responsible for the street sweeping program for the Village. The Village will continue to maintain this BMP in support of this minimum control measure with a goal of conducting street sweeping once every two weeks.

K. Contained Hazardous Material Storage

Failure to properly store hazardous materials dramatically increases the probability that they will end up in local waterways. Many people have hazardous chemicals stored throughout their homes, especially in garages and storage sheds. Practices such as covering hazardous materials or even storing them properly can have dramatic impacts. The effects of hazardous material leakage may be more pronounced in areas with heavier rainfall due to the greater volume of runoff.

Covering hazardous materials and areas where such materials are handled reduces potential contact with storm water and wind. Storage areas, outdoor material deposits loading and unloading areas and raw materials should all be covered or enclosed. Priority should be given to locations of the most hazardous substances. The Department of Public Works maintains its oversight of the BMP for the hazardous waste generated by the Village. Containerized hazardous waste materials will be disposed of or recycled through a contract arrangement with a third party hazardous waste disposal firm. A log of materials removed is maintained in the MS4 Annual Tracking Binder.

L. Landscape Maintenance

This management measure seeks to control the storm water impacts of landscaping practices through methods that reduce nutrient loadings and the amount of storm water runoff generated from the application of herbicides and pesticides during landscape maintenance. The Department of Public Works is currently responsible for the Villages program for application of pesticides and herbicides. The use of pesticides and fertilizers shall be managed in a way that minimizes the volume of storm water runoff and pollutants.

The Village is responsible for ensuring that their landscape contractors are provided with training and/or other information to ensure that they adhere to the Village's SWMP.

M. Snow Removal and Ice Control

The Village of Mount Prospect's Department of Public Works handles snow and ice removal on Village Roadways. During snow removal and ice control activities, salt, de-icing chemicals, abrasives and snow melt may pollute storm water runoff. To address these potential pollutants, the following procedures for the "winter season" (November 1 through May 1) are implemented.

i. Roadway Ice Control

Use the minimal amount of salt, de-icing chemicals and additives necessary for effective control. Prior to November 1, preparation work to obtain seasonal readiness is completed. These tasks include installing, inspecting, re-conditioning, testing, and calibrating per National Salt Institution Application Guidelines spreaders and spinners. Conducting driver training is also essential. The completion of these preparatory tasks helps to ensure that only the necessary level of salt is applied.

ii. Snow Plowing

Snow plowing activities direct snow off the pavement and onto the parkways. This reduces the amount of salt, chemical additives, abrasives or other pollutants that go directly into the storm sewer system. Snow blowing, plowing or dumping into drainageways is not allowed.

N. Vehicle and Equipment Operations

Vehicle and equipment fueling procedures and practices are designed to minimize or eliminate the discharge of pollutants to the storm water management system, including receiving waters.

i. Vehicle Fueling

The vehicle fueling area contains one (1), dual nozzle pump with two (2), two thousand gallon aboveground, double wall tanks. One tank is gasoline and the second is Ultra Low Sulfur Diesel, with an interstitial monitoring/alarm system on both tanks. Surface runoff in the vicinity of the tanks is directed to an adjacent storm inlet.

ii. Waste Oil

Used motor oil, transmission fluids, gear lubes, brake fluids and other vehicle fluids (except antifreeze) are collected and stored in an underground storage tank. This waste oil tank is emptied by a private company and the contents removed for recycling.

iii. Antifreeze

Used antifreeze is stored in a 120 gallon double walled tank. It is also emptied by a private company and removed for recycling.

iv. Batteries

Used batteries are stored in the vehicle maintenance area and are removed for recycling weekly by the battery supplier.

v. Tires

Used tires are picked up and recycled by a local vendor as accumulated. Tires are stored outside at the Village's garage until picked up for disposal.

vi. Other

Private certified companies perform all air-conditioning related work; therefore, the disposal of Freon is not handled directly by the Village.

O. Animal Nuisance Control

The Mount Prospect Public Works Department, Police Department or Cook County Animal Control Agency, upon receiving notification, collects "road kill" from right-of-way areas. The carcasses are disposed of in the garbage dumpsters.

P. Spill Response Plan

Spill prevention and control procedures are implemented wherever non-hazardous chemicals and/or hazardous substances are stored or used. These procedures and practices are implemented to prevent and control spills in a manner that minimizes or prevents discharge to the storm water management system and receiving waters. The following general guidelines are implemented, when cleanup activities and safety are not compromised, regardless of the location of the spill:

- Cover and protect spills from storm water run-on and rainfall, until they are removed,
- Dry cleanup methods are used when ever possible,
- Dispose of used cleanup materials, contaminated materials and recovered spill material in accordance with the Hazardous Waste Management practices or the Solid Waste Management practices of this plan,
- Contaminated water used for cleaning and decontamination shall not be allowed to enter the storm water management system,
- Keep waste storage areas clean, well organized and equipped with appropriate cleanup supplies, and
- Maintain perimeter controls, containment structures, covers and liners to ensure proper function.

i. Non-Hazardous Spills/Dumping

Non-hazardous spills typically consist of an illicit discharge of household material(s) into the street or storm water management system. Upon notification or observance of a non-hazardous illicit discharge, the Public Works Department or Police Department for assistance with the following procedure:

- Sand bag the receiving inlet to prevent additional discharge into the storm sewer system, as necessary. It may be necessary to sand bag the next downstream inlet.
- Check structures (immediate and downstream). If possible, materials are vacuumed out. The structure(s) are then jetted to dilute and flush the remaining unrecoverable illicit discharge.

- Clean up may consist of applying “Oil Dry” or sand and then sweeping up the remnant material.
- After containment and cleanup activities have been performed, the on-site personnel should distribute the Storm Water Pollution Flier (Appendix 15) to adjoining residences/businesses. In residential areas, the flier should be provided to residences on both sides of the spill and on both sides of the street.
- On-site personnel document the location, type of spill and action taken on the Indirect Illicit Discharge Tracking Form (Appendix 12).
- The on-site personnel provide the tracking form to their supervisor. The supervisor, or his designee, takes the information from the form and transfers it to the Indirect Illicit Discharge Summary Form (Appendix 12).
- If a person is observed causing an illicit discharge, the Village Manager is notified and appropriate citations issued by the Police Department.

ii. Hazardous Spills

Upon notification or observance of a hazardous illicit discharge, Village staff follows the following procedure:

- Call 911, explain the incident. The Fire Department responds;
- Village Police provide emergency traffic control, as necessary;
- The Fire Department evaluates the situation and applies “No Flash” or “Oil Dry” as necessary;
- The Fire Department’s existing emergency response procedure, for hazardous spill containment clean-up activities, is followed; and
- The Director of Public Works documents the location, type of spill and action taken on the Indirect Illicit Discharge Tracking Form (Appendix 12).

Q. Employee Training

The Village’s in-house employee training program was established to teach employees about storm water management, potential sources of contaminants and Best Management Practices (BMPs). The program provides employee’s with a thorough understanding of the Village’s Storm Water Management Plan, including BMPs, processes and materials they are working with, safety hazards, practices for preventing discharges and procedures for responding quickly and properly to toxic and hazardous material incidents. The program is repeated as necessary both to train new employees and to keep its objectives fresh in the minds of more senior employees. The training program is also flexible and will be adapted as the storm water management needs change over time. The Department of Public Works currently provides annual training to employees regarding its current pollution prevention work practices and required BMPs. A record of employee training is kept in the MS4 Annual Tracking Binder.

In addition to the annual training, the Department of Public Works conducts mandatory monthly safety meetings that include training on topics such as creek inspections, truck washing and outfall inspections.



Section 5: Program and Performance Monitoring, Evaluation and Reporting

The SWMP represents an organized approach to achieving compliance with the NPDES Phase II program for both private and public activities within the Village. Land development, redevelopment, and transportation improvement projects were required to comply with the provisions of the Village's Municipal Code prior acceptance of the SWMP. Additionally, the Village had numerous written and unwritten procedures for various tasks. This SWMP documents and organizes previously existing procedures and incorporates new ideas to create one cohesive program that addresses pre-development, construction, post-development and municipal activities.

This chapter describes how the Village will monitor and evaluate the proposed Storm Water Pollution Prevention Plan based on the above stated objective. As part of the Storm Water Management Plan, the Village:

- Reviews its activities,
- Inspects its facilities,
- Oversees, guides, and trains its personnel, and
- Evaluates the allocation of resources available to implement storm water quality efforts.

5.1 Performance Milestones

Previously established ordinances and programs implement many of the anticipated tasks. The following schedule describes general performance expectations.

- Within 6 months following the acceptance of this SWMP, applicable employees will receive training regarding the implementation of the SWMP.
- Within 1 year following the acceptance of this SWMP, program enhancement items within Chapter 3 will be implemented. Refer to Chapter 2 for a description of tasks associated with the implementation of the SWMP.
- Within 2 years after the acceptance of this SWMP, the Outfall Inspection Procedure will be completed for all pipes identified.
- Within 2 years after the acceptance of this SWMP, tracing and removal procedures will have identified all pipes that contribute illicit discharges to receiving waters.

5.2 Program Monitoring and Research

The 2009 IEPA NPDES ILR40 General Permit requires upstream and downstream monitoring for water quality. The Village of Mount Prospect will obtain water quality samples on major rivers/creek at locations upstream downstream of the MS4 discharge. The samples will be sent to a private lab for testing. The following analyses are generally performed: pH, Dissolved Oxygen, Conductivity, Ammonia, Chloride, Fluoride, Biochemical Oxygen Demand (5 day), Phenolics, Total Phosphorus, Total Dissolved Solids, Total Kjeldahl Nitrogen, Total Suspended Solids and Metals (Copper and Potassium). Results will be summarized, reviewed and compared to previous year's reports to detect changes between upstream and downstream sampling points.

The Storm Water Coordinator will monitor research conducted by others regarding the effectiveness of various alternative storm water practices, procedures and technologies. The Village will continue to seek innovative storm water practices and technologies. Information and guidance obtained from local

agencies will be incorporated into this SWMP as practical. This information will be used to provide insight into how the program may need to evolve.

5.3 Program Evaluation

The primary mechanism for evaluating the program and ensuring that the field staff has adequate knowledge is supervision by responsible managers. Management support tasks include observing and evaluating design, construction and field personnel as they implement the requirements of the SWMP on both municipal and private projects, and maintenance personnel as they conduct their assigned activities. These responsibilities were outlined in detail in Chapter 2: Program Management.

The following types of questions/answers are discussed annually.

- Are proper storm water management practices integrated into planning, designing and constructing both (the Village) and private projects?
- Are efforts to incorporate storm water practices into maintenance activities effective and efficient?
- Is the training program sufficient?
- Is the SWMP sufficient?
- Are the procedures for implementing the SWMP adequate?

5.4 Program Reporting

The Village of Mount Prospect must submit annual reports to the Illinois EPA by the first day of June beginning June 2004 for each year that the Permit ILR40 is in effect. The principal executive officer or highest ranking elected official of the Village must sign the report. The report must include the following:

- The status of compliance with permit conditions an assessment of the appropriateness of the Village's identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP and the identified measurable goals for each of the minimum control measures.
- Results of information collected and analyzed including monitoring data if any during the reporting period.
- A summary of the storm water activities the Village plans to undertake during the next reporting cycle including an implementation schedule.
- A change in any identified best management practices or measurable goals that apply to the program elements.
- Notice that the Village is relying on another government entity to satisfy some of the permit obligations if applicable.

5.5 Renewal of Permit

The Village must re-apply for coverage under the ILR40 Permit before the permit expires in accordance with the NOI conditions of the new permit. If the ILR40 permit is not reissued or replaced prior to the expiration date, it will be administratively continued in accordance with the Administrative Procedures Act and remain in force and effect.



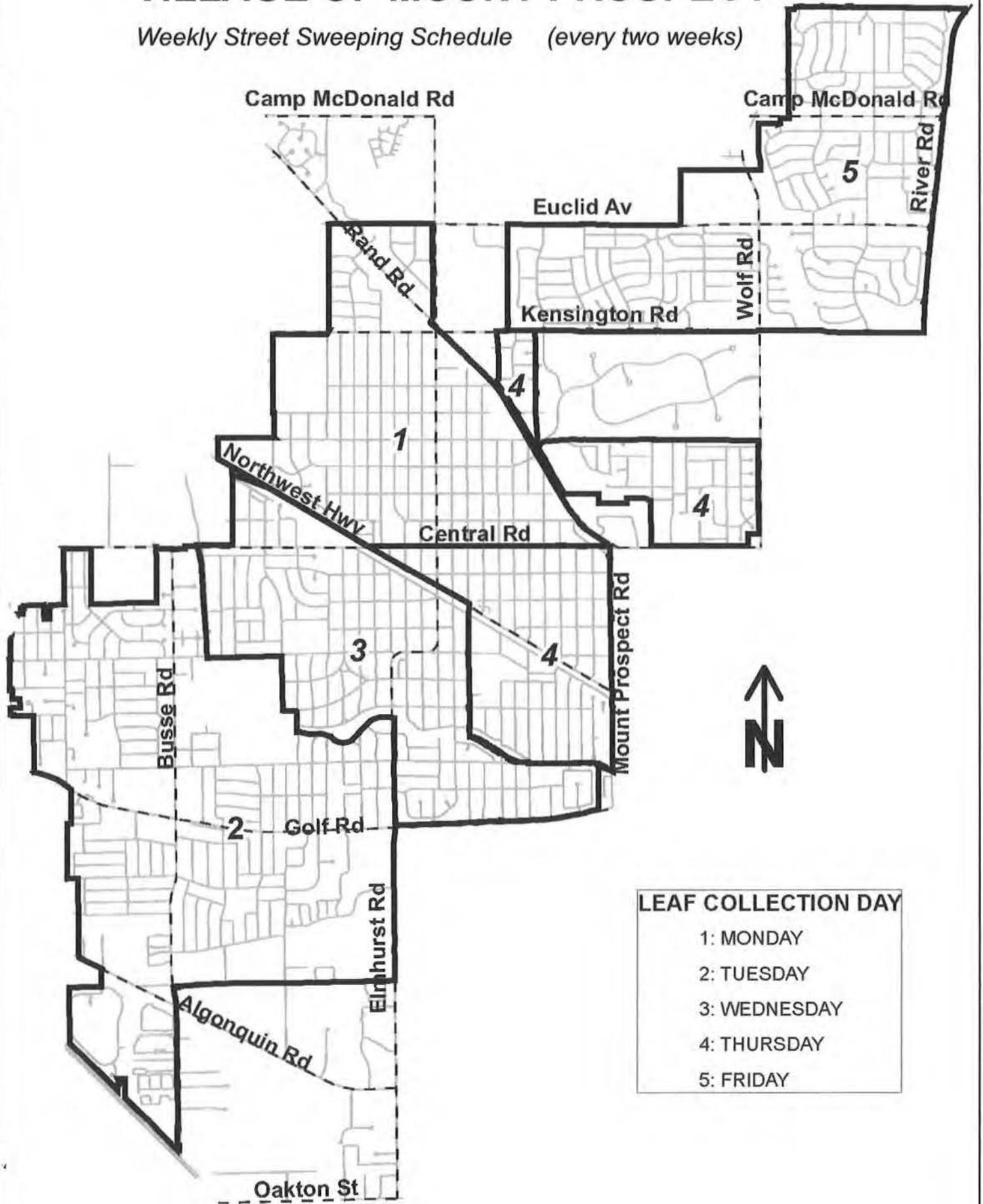
Acronyms

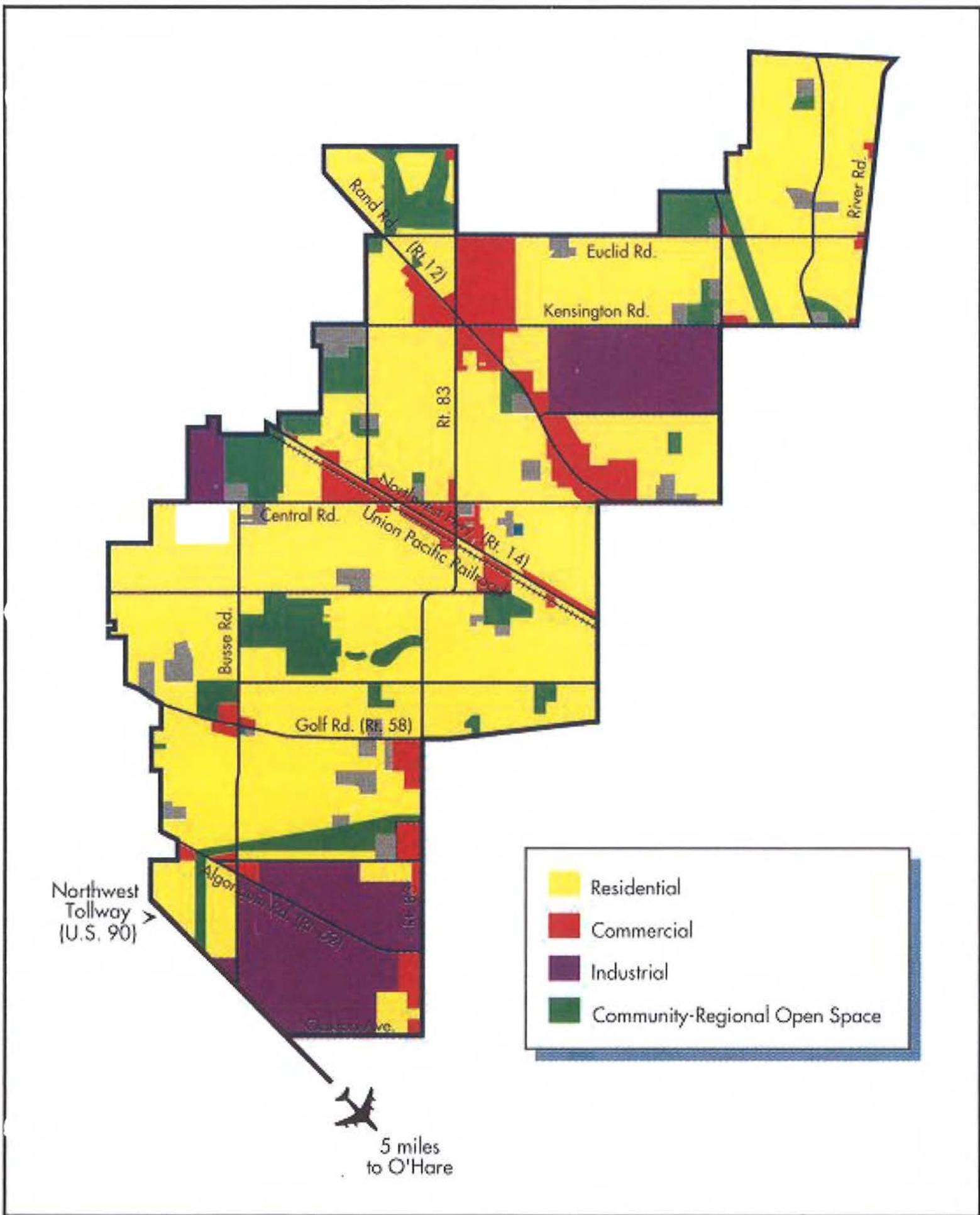
BMP	Best Management Practices
CMAP	Chicago Metropolitan Agency for Planning
CWA	Clean Water Act
CWP	Center for Watershed Protection
EOPCC	Engineers Opinion of Probably Construction Cost
HHW	Hazardous Household Waste
ID	Identification
IDDE	Illicit Discharge Detection and Elimination
IDOT	Illinois Department of Transportation
IEPA	Illinois Environmental Protection Agency
ION	Incidence of Non-compliance (with IEPA)
IUM	Illinois Urban Manual
MS4	Municipal Separate Storm Sewer Systems
MWRD	Metropolitan Water Reclamation District
NIPC	Northeastern Illinois Planning Commission
NOI	Notice of Intent
NOT	Notice of Termination (with IEPA)
NPDES	National Pollutant Discharge Elimination System
PPE	Personal Protection Equipment
QLP	Qualifying Local Program
SE/SC	Soil Erosion and Sediment Control
SWANCC	Solid Waste Agency of Northern Cook County
SWMP	Storm Water Management Program
USACE	United States Army Corps of Engineers
USEPA	United States Environmental Protection Agency



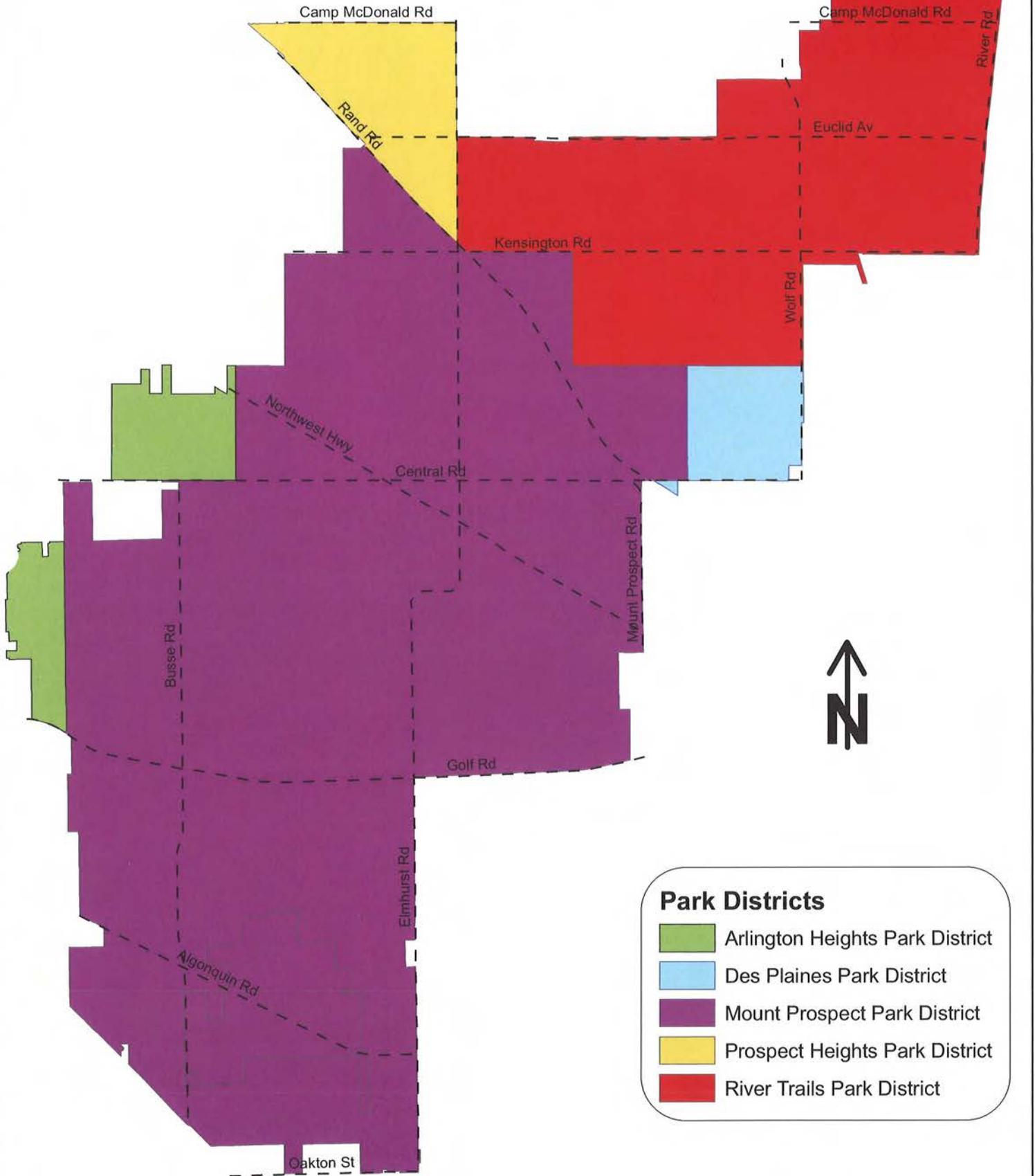
VILLAGE OF MOUNT PROSPECT

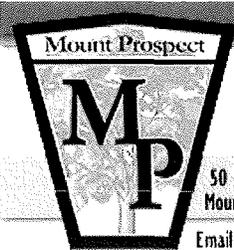
Weekly Street Sweeping Schedule (every two weeks)





Village of Mount Prospect Park Districts





50 S. Emerson Street
Mount Prospect, IL 60056

Email: pio@mountprospect.org



GOVERNMENT



ABOUT MP



RESIDENT INFO



BUSINESS

Public Works

ENGINEERING
FORESTRY/GROUNDS
SOLID WASTE
STREETS
WATER

Refuse Drop-Off

On Saturday mornings from 6:00am to noon, the Solid Waste Agency of Northern Cook County (SWANCC) accepts residential construction debris and other residential refuse at the Wheeling Township Transfer Station in Glenview. When you take advantage of this opportunity, you must be prepared to unload the debris yourself.

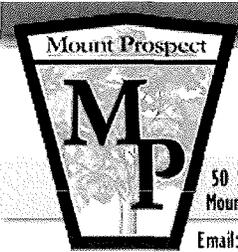
The transfer station is located on the east side of River Road just north of Central Road, directly across from Maryville Academy. The fee for 1/2 ton of material or less is \$30. For more than 1/2 ton the cost per-ton is \$60. A \$3 fee is charged for each tire, and \$30 for each appliance. Only major credit cards are accepted; no cash or checks.

This is not a household hazardous waste collection. Household hazardous waste will not be accepted.

The following items are not accepted: automotive batteries, grass, leaves, shrubs, trees, or any other type of landscape material, roofing shingles or other roofing debris, asbestos, concrete, medical waste, paints, cleaning products, motor oil or any other type of household hazardous waste, and liquid waste. For more information, call SWANCC at (847)724-9205.

Solid Waste Links

[Solid Waste Program](#)
[Solid Waste Services Brochure](#)
[Wheeled Carts](#)
[Cart Exchange](#)
[Additional Carts](#)
[Direct Bill](#)
[Single Family Refuse & Recycling](#)
[Yard Material](#)
[Collection Schedule](#)
[Holiday Collection Schedule](#)
[Refuse Drop-Off](#)
[Household Hazardous Waste Collection](#)
[FAQs](#)
[View Video](#)
[Solid Waste Agency of Northern Cook County \(SWANCC\)](#)



50 S. Emerson Street
Mount Prospect, IL 60056

Email: pio@mountprospect.org



GOVERNMENT



ABOUT MP



RESIDENT INFO



BUSINESS

Public Works

ENGINEERING
FORESTRY/GROUNDS
SOLID WASTE
STREETS
WATER

Single Family Refuse & Recycling

Residential Service - Refuse, Recycling, and Yard Waste service is provided to the residents of Mount Prospect by ARC Disposal Inc.

Standard Refuse and Recycling - Mount Prospect Residents are provided with:

Collection Set-Out Times

Refuse and recycling can be placed at the curb as early as 4:30pm the day before collection and no later than 6:30am of the collection day. Late set-outs will not be collected until the following week.

- **REFUSE** - One 35, 65, or 95 gallon **GREEN** wheeled cart for Refuse service (provided by the Village). For trash only. All trash must be placed in the cart. Any trash outside of the cart that is not on the approved bulk item list will not be collected. Your options are to hold onto the trash until the next scheduled collection day or call ARC for a special pickup (charges do apply).

If your current refuse cart is not meeting your needs please contact Public Works (847-870-5640) to discuss options available to you."

- **RECYCLING** - One 35, 65 or 95 gallon **BLUE** wheeled cart for Recycling service (provided by the Village).

For commingled recyclables such as: Newspaper, mixed paper, corrugated cardboard; glass food and beverage containers; steel, tin and bimetal containers; empty aerosol and aluminum cans; aluminum foil, formed-foil; #1, #2, #3, #5, #6 or #7 plastic containers (see bottom of container); wax and polycoated "gable topped" beverage containers such as milk cartons, juice drink boxes, whipping cream cartons, and fabric softener refills.

If your current recycling cart is not meeting your needs please contact Public Works (847-870-5640) to discuss options available to you.

- **Bulk Items** (unlimited collection)
Bulk items are collected weekly on your regular scheduled collection day. Collection is provided at no additional charge and there is no limit on the number of items that can be placed at the curb. The following is a list of approved bulk items:
 - Lawn Care Equipment
 - Microwave Ovens
 - Mattresses/Box Springs
 - Bicycles
 - Snowblowers/Shovels
 - Barbeque Grills
 - Plumbing Fixtures
 - Furniture
 - Carpet Rolls (no longer than 5 feet)
 - Swing Sets (5 foot lengths)

This is not an exhaustive list of bulk items. If you do not see your item on the list please contact the Public Works department to see if it will be collected as a bulk item.

Solid Waste Links

[Solid Waste Program](#)
[Solid Waste Services Brochure](#)
[Wheeled Carts](#)
[Cart Exchange](#)
[Additional Carts](#)
[Direct Bill](#)
[Single Family Refuse & Recycling](#)
[Yard Material](#)
[Collection Schedule](#)
[Holiday Collection Schedule](#)
[Refuse Drop-Off](#)
[Household Hazardous Waste Collection](#)
[FAQs](#)
[View Video](#)
[Solid Waste Agency of Northern Cook County \(SWANCC\)](#)

- **Brush Collection** (Unlimited Collection)

You are allowed to set out an unlimited number of properly prepared brush bundles, which will be collected at no cost. No sticker required.

Brush bundles can only contain tree branches and limbs that do not exceed 3.5 inches in diameter and 5 feet in length. Bundles are not to exceed a total weight of 50 pounds. Brush bundles must be secured with a biodegradable material.

- **Construction Debris / Large Tree Limbs** (One cubic yard limit)

Construction debris and large tree limbs must be placed in the wheeled cart. Materials that cannot be containerized must be prepared in the following manner:

- **Construction Debris**

- Debris placed in the cart must be prepared in a manner that allows the lid of the cart to close. (ex. boards placed in the cart must be cut to a size allowing the lid to close)
- Bundles are not to exceed five (5') feet in length nor 50 pounds in weight; one (1) cubic yard limit. (Approximately six (6) bundles equal one (1) cubic yard) Doors count as one bundle of construction debris.

- **Large Tree Limbs** (limbs exceeding three and one half (3.5") inches in diameter)

Logs must be placed outside the carts to allow ARC Disposal to collect the logs as brush. The logs must be prepared according to the following specifications:

Bundles or individual logs will be collected at no cost on your regular scheduled collection day. NO STICKERS ARE REQUIRED.

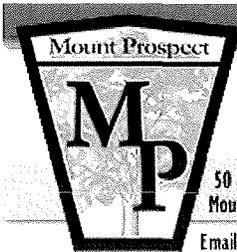
- Brush must be bundled
- Bundles or individual logs not to exceed 50 pounds.
- Bundles or individual logs not to exceed five (5) feet in length.
- One (1) cubic yard limit (approximately six (6) bundles equal one (1) cubic yard).
- Bundles must be secured with a biodegradable material (cloth or twine); no wire or plastic.
- Bundles and individual logs must be placed on the parkway next to your cart.

- **White Goods (appliances)**

Appliances will be collected for an additional fee that must be paid the day of pick up. Arrangements for white good collection must be made directly with ARC (847-981-0091).

- **Special Collections**

Excess trash, non-bulk items, construction debris in excess of one cubic yard, large tree limbs and stumps will be collected for an additional fee. Arrangements must be made directly with ARC.



50 S. Emerson Street
Mount Prospect, IL 60056

Email: pio@mountprospect.org



GOVERNMENT



ABOUT MP



RESIDENT INFO



BUSINESS

Public Works

- ENGINEERING
- FORESTRY/GROUNDS
- SOLID WASTE
- STREETS
- WATER

Yard Waste

Residential Service - Refuse, Recycling, and Yard Waste service is provided to the residents of Mount Prospect by ARC Disposal Inc.

Standard Yard Waste Collection - User fee system (Village yard waste sticker) and optional subscription service (95 gallon wheeled cart). Service is provided between April 5 and December 17.

The user fee system for the collection of containerized/bagged yard material is designed so only those residents using the service pay for the service by purchasing Village-imprinted stickers. Hence, residents choosing to mulch, compost or hire a landscaper to dispose of their yard material do not pay for the service.

Collection Set-Out Times

Yard waste can be placed at the curb as early as 4:30pm the day before collection and no later than 6:30am of the collection day. Late set-outs will not be collected until the following week.

User fee based service: 32 gallon rigid containers or 32 gallon biodegradable bags (containers and bags not provided by the Village).

Procedures for Disposing of Yard Waste

All rigid containers and biodegradable bags placed at the curb containing yard waste must have a Village yard waste sticker (user fee) attached.

Only rigid containers must have a green Village [yard waste decal](#) affixed in addition to the Village yard waste sticker.

The Village yard waste stickers can be purchased at several locations throughout the Village. Yard waste stickers cost \$2.25.

Village Hall 50 S. Emerson	Public Works 1700 W. Central
Jewel Food Stores 333 East Euclid, Mount Prospect 819 S. Elmhurst, Des Plaines	Neradt ACE Hardware 1753 W. Golf Road, Mount Prospect
Dominick's 1042 S. Elmhurst Road	Garden Fresh Market 1145 Mount Prospect Plaza

The [yard waste decal](#) is available at no cost at all locations selling the Village yard waste sticker.

Container Specifications

Rigid containers cannot exceed 32 gallon capacity. The container will not be collected if it exceeds 32 gallons.

Solid Waste Links

- Solid Waste Program
- Solid Waste Services Brochure
- Wheeled Carts
- Cart Exchange
- Additional Carts
- Direct Bill
- Single Family Refuse & Recycling
- Yard Material
- Collection Schedule
- Holiday Collection Schedule
- Refuse Drop-Off
- Household Hazardous Waste Collection
- FAQs
- View Video
- Solid Waste Agency of Northern Cook County (SWANCC)

Rigid containers cannot exceed 50 pounds. The container will not be collected if it exceeds 50 pounds.

Bag Specifications

Bags must be biodegradable.

Bags cannot exceed 32 gallon capacity. The bag will not be collected if it exceeds 32 gallons.

Bags cannot exceed 50 pounds. The bag will not be collected if it exceeds 50 pounds.

Plastic bags cannot be used to dispose of yard waste. Plastic bags containing yard waste will not be collected.

Subscription Service: One 95 gallon wheeled cart (Optional)

Households producing a large amount of yard waste may be interested in the Village's optional yard waste subscription service. The program has an annual fee (\$101.08 in 2007), paid directly to ARC, that includes the use of a 95 gallon wheeled cart.

Service is provided once a week on your regular scheduled collection day between April 1 and December 11 (depending on collection day).

To subscribe contact ARC directly at (847)981-0091.

Acceptable Yard Waste Material

- Grass Clippings, leaves, weeds, brush, and twigs.

Non-Acceptable Yard Material

Your yard waste will not be picked up if...

- Yard Waste is mixed with garbage.
- Yard Waste contains dirt, rocks, wood chips, sod with attached soil, fruits and vegetables.
- The above items are considered garbage and should be disposed of with your regular garbage.

Brush Collection

Brush Less than 3 Inches in Diameter

Residents may set out an unlimited number of properly prepared bundles of brush. Properly prepared brush bundles will be collected at no cost; no sticker is required.

- Brush bundles are collected at no cost on your regular scheduled collection day.
- Tree limbs must not exceed 3.5 inches in diameter.
- Brush must be bundled:
 - Bundles not to exceed 50 pounds.
 - Bundles not to exceed 5 feet in length.
 - Bundles must be secured with a biodegradable material (cloth or twine); no wire or plastic.

For Brush Greater than 3 inches in diameter

- New Federal and State regulations prevent the disposal of logs in the regular garbage stream. To address this issue the Village will now collect logs over 3.5" as part of the brush collection program. Logs can no longer be placed in garbage carts.

Logs must be placed outside the carts to allow ARC Disposal to collect the logs as brush. The logs must be prepared according the following



specifications:

Bundles or individual logs will be collected at no cost on your regular scheduled collection day. NO STICKERS ARE REQUIRED.

- Brush must be bundled
- Bundles or individual logs not to exceed 50 pounds.
- Bundles or individual logs not to exceed five (5) feet in length.
- One (1) cubic yard limit (approximately six (6) equal one (1) cubic yard).
- Bundles must be secured with a biodegradable material (cloth or twine); no wire or plastic.
- Bundles and individual logs must be placed on the parkway next to your cart.

Yard waste stickers are still required for yard waste, which includes grass, leaves, weeds and other plant material excluding brush and logs.

The change in service is effective immediately.

All questions concerning the disposal of large logs should be directed to the Public Works Department (847-870-5640).

Director
Glen R. Andler



Deputy Director
Sean P. Dorsey

Mount Prospect Public Works Department

1700 W. Central Road, Mount Prospect, Illinois 60056-2229

Wednesday, October 15, 2008

Re: Commercial Solid Waste Services

Dear Commercial Property:

The Village has entered into an agreement with ARC Disposal (ARC) of Mount Prospect to provide solid waste services to all commercial properties in Mount Prospect. This agreement creates an exclusive franchise meaning that the Village's contractor, ARC will be the only hauler authorized to collect commercial waste in the Village. In addition to providing solid waste services the Village will be providing free recycling collection, through ARC, to all properties receiving solid waste services. The development of a commercial franchise has been a goal of the Village for several years

Over the last decade a number of area municipalities have implemented commercial franchise agreements saving commercial businesses on average 20-25 % in solid waste service costs. After significant research the Village determined that by creating an exclusive franchise the Village could greatly reduce the rates that commercial properties are currently paying for solid waste services. The research conducted by the Village indicates the businesses in Mount Prospect could see on average a 25% reduction in costs for the same service level. The Village is able to provide solid waste services at a lower rate because of the efficiencies created by having one hauler collect every commercial stop versus multiple haulers crisscrossing town to collect commercial solid waste. Over the last several years the Village has received a number of inquiries from businesses concerning options available to businesses for recycling.

Many haulers refuse to provide recycling or the cost to recycle is prohibitive to businesses. By developing the exclusive franchise the Village is able to provide recycling to all businesses for **FREE**. Businesses wishing to participate would be eligible to receive once a week collection of any cart or dumpster size (95 gallon cart to a ten cubic yard dumpster) for free. Any business wishing to have more than once a week collection may do so, but there is a charge for recycling service in excess of once a week collection. The recycling program will include the collection of paper fiber, plastic and aluminum. Businesses that have a need to recycle large volumes of glass or tin would need to contact the Public Works department to discuss available options. Not only will the businesses receive free recycling, but businesses should be able to reduce the number of dumpsters by actively recycling, which, in turn will further reduce solid waste costs. Past experiences indicate that a business that actively recycles could reduce solid waste needs by one dumpster size.

The contract between the Village and ARC starts October 1, 2008; however, the implementation or exchange of dumpsters will not begin until the last week of November and will continue through April. The exchange will occur in three phases based on three commercial zones (see attached map of commercial zones) as decided by the Village and ARC. The tentative schedule has Zone 1 being exchanged beginning the last week of November and a tentative completion occurring the last week of December. The exchange of dumpsters will begin in Zone 2 the last week of January and has a tentative

completion occurring the last week of February. The exchange in Zone 3 will begin the last week of March and the anticipated completion date will occur the last week of April.

The delivery of your new dumpsters will be coordinated with the removal of the old dumpsters to prevent a disruption in service or minimize the disruption to a couple of hours. Until your dumpsters are exchanged you will continue to be serviced by your current hauler and must continue to pay that hauler. Once your dumpsters have been exchanged you will be billed on a monthly basis by ARC. Billing will begin the first day of the month following your exchange. When a specific schedule for your business has been determined you will be notified as to the specific date when your dumpster will be exchanged. Businesses that currently are customers of ARC and Groot (ARC has negotiated a deal to purchase Groot's dumpsters) will not need to have their dumpsters exchanged, therefore these businesses will begin receiving service under the contract rate beginning November 1.

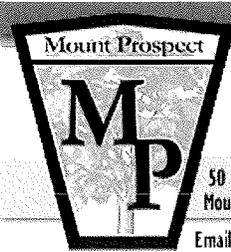
The possibility may exist that the current rate that you are paying is less than the new contract rate (for the same service level). If this is the case you will be grandfathered for a period of time and will continue to pay your current rate. After a period of time you will see increases that will bring you up to the contract rate over a two year period. To prove that your current rate is less then the contract rate the last invoice received before November 1, 2008 will need to be presented.

In the coming months ARC will be sending around representatives to gather information to begin the process of transitioning to the new commercial solid waste program. ARC representatives will be asking for several pieces of information, including dumpster size, frequency, recycling needs and your last solid waste invoice prior to November 1, 2008. The ARC representative will also be able to provide details on the program, but if you should have any questions concerning the program do not hesitate to contact the Public Works department at (847) 870-5640. You may also visit the solid waste section of the Village's website and view details and updates on the program and the status of the exchanges. Attached is a list of frequently asked questions and answers that have been asked by other businesses and should address most of your concerns. The Village is excited to be able to provide this new service to Mount Prospect businesses and the Village will strive to provide a level of service that far exceeds your expectations.

Sincerely,



Jason H. Leib
Administrative Superintendent



50 S. Emerson Street
Mount Prospect, IL 60056

Email: pio@mountprospect.org



GOVERNMENT



ABOUT MP



RESIDENT INFO



BUSINESS

Public Works

- ENGINEERING
- FORESTRY/GROUNDS
- SOLID WASTE
- STREETS
- WATER

Household Hazardous Waste Collection

Permanent Collection Facilities

There are three long term household chemical waste collection facilities in Illinois. Call for directions and hours.

Goose Island Facility (Chicago)
 (312) 744-7672
 1150 N Branch Street, Chicago
 Operated by the City of Chicago and the Illinois Environmental Protection Agency (IEPA)
 Tuesdays: 7:00 am to 12:00 pm
 Thursdays: 2:00 pm to 7:00 pm
 1st Saturday of month: 8:00 am to 3:00 pm
 - Accepts Household Chemical Waste.
 - Accepts computer materials.
 - Hosts a free latex paint swap.

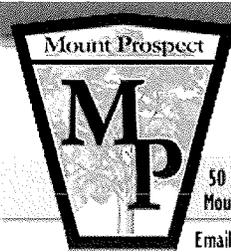
Naperville (630) 420-6700 ext. #7559
 1971 Brookdale Road, Fire Station #4

Rockford (815) 967-6737
 Rock River Reclamation District, 333 Kishwaukee

The State of Illinois Environmental Protection Agency holds one day hazardous waste collections each year in the spring and fall. Refer to the [State of Illinois EPA website](#) for a schedule and details on acceptable materials.

Solid Waste Links

- Solid Waste Program
- Solid Waste Services Brochure
- Wheeled Carts
- Cart Exchange
- Additional Carts
- Direct Bill
- Single Family Refuse & Recycling
- Yard Material
- Collection Schedule
- Holiday Collection Schedule
- Refuse Drop-Off
- Household Hazardous Waste Collection
- FAQs
- View Video
- Solid Waste Agency of Northern Cook County (SWANCC)



50 S. Emerson Street
Mount Prospect, IL 60056

Email: pio@mountprospect.org



GOVERNMENT



ABOUT MP



RESIDENT INFO



BUSINESS

Public Works

- ENGINEERING
- FORESTRY/GROUNDS
- SOLID WASTE
- STREETS
- WATER

NEWS ALERTS!

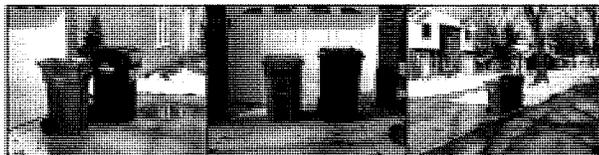
[Additional Carts Now Available for \\$25 fee](#)

[SWANCC offers home pickup for electronic recycling](#)

[Document Destruction Events](#)

[Household Hazardous Waste One-Day Events Schedule Released](#)

Solid Waste Program



In 2006, the Village entered into a new ten year contract for residential solid waste collection services with ARC Disposal. This contract represents a significant departure from the previous solid waste program.

Dramatic changes in refuse collection technology and a desire to provide a safer work environment are changing the nature of refuse collection. Refuse companies and municipalities are moving to wheeled cart collection programs throughout the metropolitan area. The change in collection methods reduces the amount of injuries suffered by refuse collectors and increases the speed of collection, which benefits Mount Prospect residents by creating a more efficient refuse collection program.

Under the solid waste program, each residential property with curbside collection receives one wheeled cart for refuse and one wheeled cart for recycling. ARC Disposal's trucks have mechanical arms that grab and dump the wheeled carts.

The Village issues a direct bill charge for a portion of the cost of providing solid waste services.

Solid Waste Links

[Commercial Solid Waste Program](#)

[Solid Waste Program](#)

[Solid Waste Services Brochure](#)

[Wheeled Carts](#)

[Additional Carts](#)

[Direct Bill](#)

[Single Family Refuse & Recycling](#)

[Yard Material](#)

[Collection Schedule](#)

[Holiday Collection Schedule](#)

[Refuse Drop-Off](#)

[Household Hazardous Waste Collection](#)

[FAQs](#)

[View Video](#)

[Computer Recycling](#)

[Solid Waste Agency of Northern Cook County \(SWANCC\)](#)



Village of
Mount Prospect

Solid Waste Services



Residential Guide to:

- Curbside Refuse Collection
- Curbside Recycling Collection
- Yard Waste Collection
- Multi-family Collection

TABLE OF CONTENTS

Introduction	1
Curbside Collection Schedule	2
 Single-Family Collection (Curbside Collection)	
Basic Residential Services	3
Refuse/Garbage	3
Recycling	3
Brush	6
Bulk Items.....	6
Construction Debris/Large Limbs	7
Christmas Tree Collection.....	7
Move-in Collection.....	7
Leaf Collection.....	8
Leaf Collection Schedule.....	9
General Guidelines	10
<i>Set Out and Removal Times, Holiday Schedule, Cart "Do's and Don'ts"</i>	
Yard Waste Collection	12
Special Services.....	14
Back Door Service, White Good Collection (appliances)	
 Multi-family Collection (Centralized Collection)	
General Guidelines	15
<i>Refuse, Bulk Items, Appliances, Construction Debris, Christmas Trees, Recycling, Yard Material</i>	
Household Hazardous Waste	17
Car Batteries, Tires, Motor Oil.....	17
Fly Dumping.....	17

INTRODUCTION

The Village of Mount Prospect has a comprehensive Solid Waste Management program that promotes waste reduction and resource recovery. The Village's residential solid waste services are paid through property taxes, an annual direct charge and user fees.



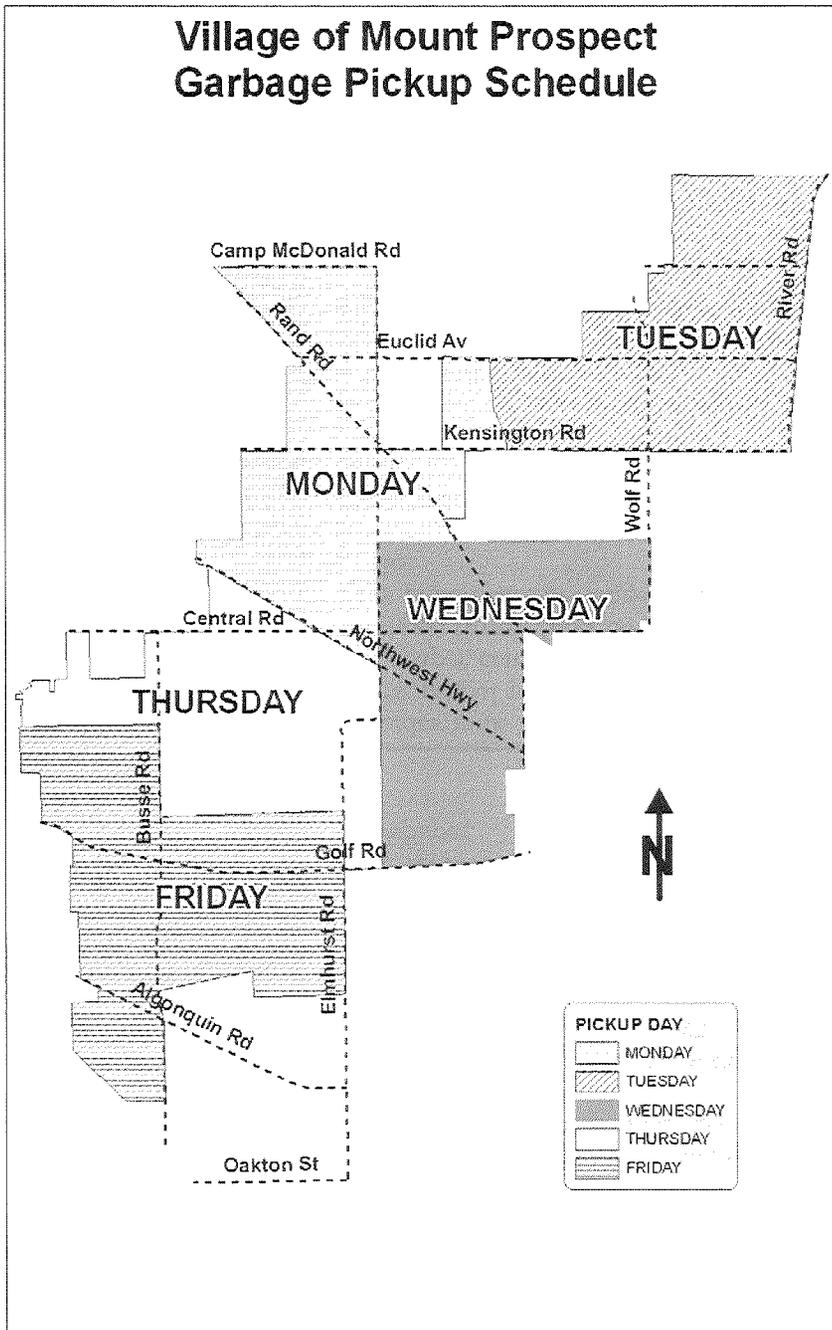
The Village's exclusive residential solid waste contract provides services to both single-family residences (curbside collection) and multi-family (centralized refuse containers). The Public Works Department administers the Solid Waste Contract and serves as the liaison between the resident and the refuse hauler.

ARC Disposal has been the exclusive residential hauler for the Village since August of 1991. The new contract with ARC is effective January 1, 2006 through December 31, 2015.

Please keep this brochure for future reference, as knowing this information will help you have trouble free service.

	<p>ARC Disposal & Recycling Company, Inc. 2101 South Busse Road Mount Prospect, Illinois 60056 Phone (847) 981-0091</p> <p>Hours: Monday - Friday, 8:00AM to 5:00PM</p>
	<p>Public Works Department 1700 West Central Road Mount Prospect, Illinois 60056 Phone (847) 870-5640 TDD (847) 392-1235 Village's Web Site: www.mountprospect.org Public Works Email: publicworksdept@mountprospect.org</p> <p>Hours: Monday - Friday, 8:00AM to 4:30PM</p>

CURBSIDE COLLECTION SCHEDULE



SINGLE-FAMILY COLLECTION

Basic Residential Services

The following is a list of the basic residential services provided as part of the Village's contract with ARC Disposal.

- Refuse/Garbage: One 35, 65 or 95 gallon green wheeled cart (provided by Village)
- Recycling: One 35 or 65 gallon blue wheeled cart (provided by Village)
- Brush Bundles: Unlimited Collection
- Bulk Items: Unlimited Collection
- Christmas Tree Collection
- Move-in Debris Collection
- Leaf Collection: Curbside Collection of Loose Leaves and Extended Collection of Bagged Leaves



Refuse/Garbage

One 35, 65 or 95 gallon GREEN wheeled cart for refuse service (provided by the Village). The wheeled carts are the property of the Village and are to be left at the residence when an owner vacates.

For refuse only - all trash must be placed in the cart. Any trash outside of the cart that is not on the approved bulk item list (see page 6) will not be collected. Please call Public Works at (847-870-5640) for a special pick-up (charges may apply).

If your current refuse cart is not meeting your needs please contact Public Works to discuss options available to you.

Recycling

One 35 or 65 gallon BLUE wheeled cart for refuse service (provided by the Village) The wheeled carts are the property of the Village and are to be left at the residence when an owner vacates.

Recycling does not need to be separated. All approved recyclables can be placed in the provided recycling cart.

SINGLE-FAMILY COLLECTION (Curbside Collection)

Recycling (continued)

The Village of Mount Prospect encourages residents to reduce, reuse and recycle.

While the Village provides an extensive recycling program, residents should be aware that purchasing habits can reduce the amount of waste generated.

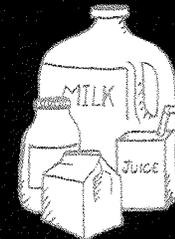
The following is a list of recyclables accepted. The most current recyclable list can be found on the Village's website www.mountprospect.org.

<p>Newspaper</p> 	<p>Includes flyers, comics, inserts, etc.</p> <p>Please place newspapers loosely in the blue wheeled cart. Please do not bundle newspaper.</p>
<p>Mixed Paper</p> 	<p>Includes junk mail, magazines, envelopes, flyers, school papers, cereal/cracker boxes, copy paper, computer paper, shredded paper, catalogs, frozen food boxes, paper grocery bags, paperboard beverage cartons, telephone books.</p> <p>Please place mixed paper in the blue wheeled cart.</p> <p>The following items are not acceptable: inserts from cereal boxes, waterproof paper bags, plastic wrap, water softener salt bags, pet food bags, mixed paper soiled with food.</p>
<p>Corrugated Cardboard</p> 	<p>Please place cardboard in the blue wheeled cart. Cardboard should be prepared in a manner that allows the cart lid to close.</p> <p>Cardboard that has been soiled with food is not acceptable.</p>

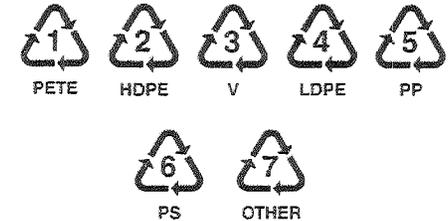
SINGLE-FAMILY COLLECTION (Curbside Collection)

Recycling (continued)

Mixed Recyclables



The following items are included as mixed recyclables: Glass bottles and jars (clear, green or brown), steel/tin/bi-metal cans (including empty aerosol cans), aluminum cans, aluminum foil/pie tins (free of food), plastic containers identified by the following codes (check container):



Also included are wax/polycoated "gable topped" beverage containers (milk cartons, juice boxes, juice cartons) and six/twelve pack rings.

Rinse all items. Flatten all milk, water jugs and plastic beverage containers. Place all mixed recyclables in blue wheeled cart.

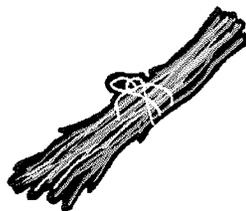
No plastic bags will be accepted. Plastic bags are often returnable to the stores where purchase was made. Please check with individual store for their return policy.

Remember, even though an item may have the recycling symbol or be identified as recyclable, if it is not on the list of acceptable materials collected in Mount Prospect then it is not recyclable through the curbside program.

SINGLE-FAMILY COLLECTION (Curbside Collection)

Brush Bundles (unlimited)

Residents may set out an unlimited number of properly prepared bundles of brush. Properly prepared brush bundles will be collected at no cost; no sticker is required.

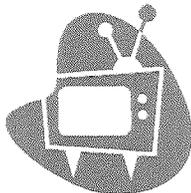
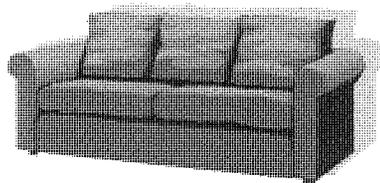


- Brush bundles are collected at no cost on your regular scheduled collection day.
- Tree limbs must not exceed 3.5 inches in diameter.
- Brush must be bundled:
 - Bundles not to exceed 50 pounds.
 - Bundles not to exceed five (5) feet in length.
 - Bundles must be secured with a biodegradable material (cloth or twine); no wire or plastic.
- Bundles must be placed on the parkway next to your wheeled carts.

Bulk Items (unlimited)

Bulk items are collected weekly on your regular scheduled collection day. Collection is provided at no additional charge and there is no limit on the number of items that can be placed at the curb next to your wheeled carts. The following is a list of approved bulk items:

- Lawn Care Equipment
- Microwave Ovens
- Mattresses/Box Springs
- Bicycles
- Snowblowers/Shovels
- Barbecue Grills
- Plumbing Fixtures
- Furniture
- Carpet Rolls (no longer than 5 feet)
- Swing Sets (5 foot lengths)
- Televisions



This is not an exhaustive list of bulk items. If you do not see your item on the list, please contact the Public Works Department to see if it will be collected as a bulk item.

SINGLE-FAMILY COLLECTION (Curbside Collection)

Construction Debris/Large Tree Limbs (one cubic yard limit)

Construction debris and large tree limbs must be placed in the wheeled cart. Materials that cannot be containerized must be prepared in the following manner:

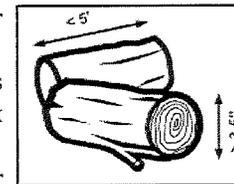
Construction Debris

- Debris placed in the cart must be prepared in a manner that allows the lid of the cart to close (boards placed in the cart must be cut to a size allowing the lid to close).
- Bundles are not to exceed five (5') feet in length nor 50 pounds in weight; one (1) cubic yard limit (approximately six (6) bundles equal one (1) cubic yard). Doors count as one bundle of construction debris.
- Bundles must be placed on the parkway next to your wheeled carts.

Large Tree Limbs

(limbs exceeding three and one half (3.5") inches in diameter)

- Limbs placed in the cart must be prepared in a manner that allows the lid of the cart to close.
- Bundles are not to exceed five (5') in length nor 50 pounds in weight; one (1) cubic yard limit. (Approximately six (6) bundles equal one (1) cubic yard).
- Bundles must be placed on the parkway next to your wheeled carts.



For pick up of construction debris/large tree limbs **in excess of one cubic yard**, you must call ARC at (847-981-0091). Additional charges apply.

Christmas Tree Collection

- Clean (no tinsel, ornaments or lights) Christmas trees will be collected on your regular scheduled collection day.
- Christmas trees are not to be placed in plastic bags.
- Christmas wreaths will be collected on your regular scheduled collection day with refuse.
- There is no additional charge for this service.



Move-In Debris

Residents moving into a home in the Village are entitled to a one (1) time only unlimited move-in collection at no charge. Residents must call Public Works (847-870-5640) within one (1) month of the move in to arrange for collection. All restrictions and guidelines regarding the preparation of materials and limitations on construction debris apply to move-in collections. Yard material is a user fee program and does not qualify for free pick-up.

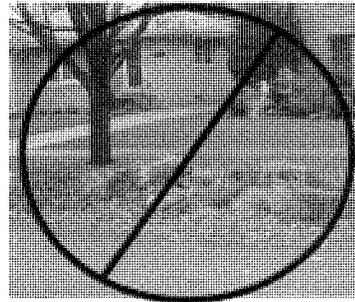
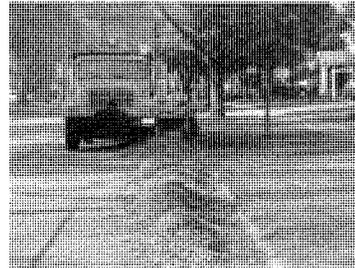
SINGLE-FAMILY COLLECTION (Curbside Collection)

Leaf Collection

Curbside Collection

The Village's fall leaf collection program provides residents with a convenient and cost-free method to dispose of leaves. These programs are for leaves only.

This popular program allows residents to set out loose leaves at the curb between the first full week in October through the last full week before Thanksgiving. Leaves will be picked up weekly by Public Works crews. Please refer to the map for your collection day. The rules for loose leaf collection are as follows.



- Leaves should be raked onto the street in a long pile.
- The pile should be placed approximately one (1) foot from the curb.
- Leaves should be placed at the curb the day before scheduled pick-up.
- Do not place grass, rocks, plants, sod, etc. in the leaf piles.

Extended Collection

The extended leaf collection program allows residents to set out **bagged** leaves from the end of the loose leaf program through December 15.

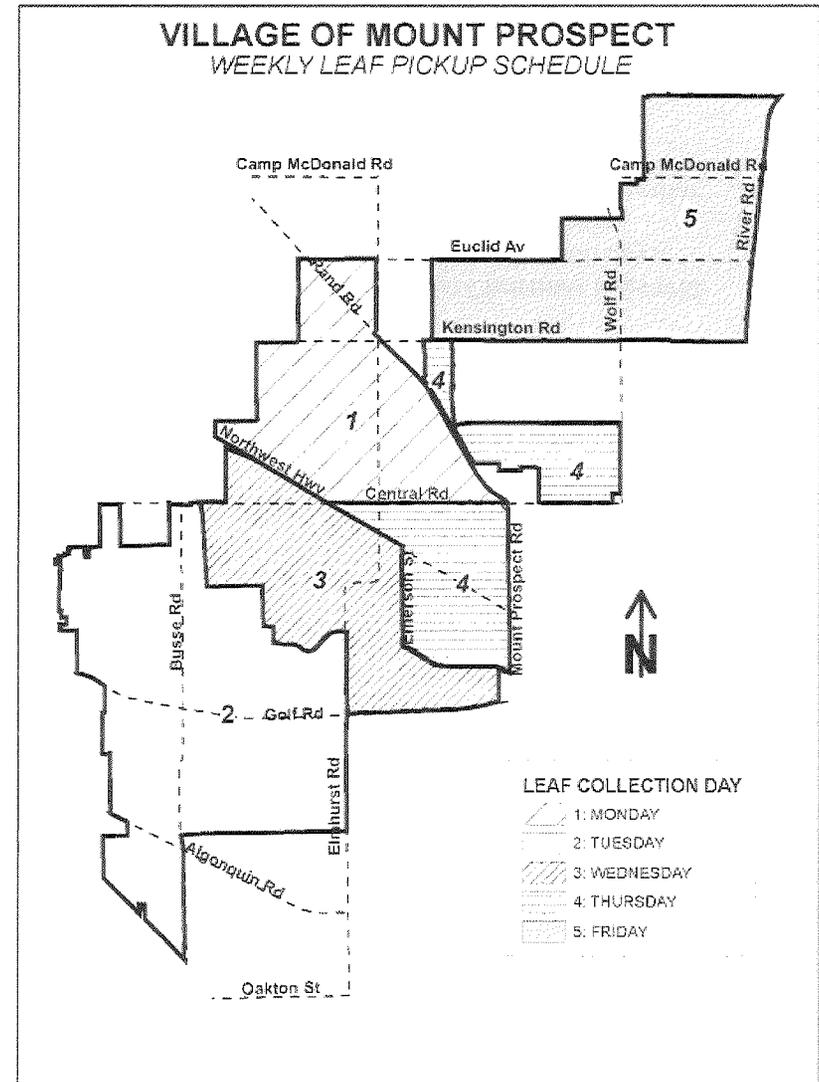
Bagged leaf collection occurs on the resident's regular scheduled refuse collection day. Leaves must be prepared in the following manner:

- Leaves must be placed in biodegradable compost bags.
- Each bag must not exceed 50 pounds.
- No Village yard waste sticker is required.



SINGLE-FAMILY COLLECTION (Curbside Collection)

Leaf Pick-Up Schedule



SINGLE-FAMILY COLLECTION (Curbside Collection)

General Guidelines

Collection Set Out Times

Refuse, recycling, yard waste, bulk items, etc. can be placed at the curb as early as 4:30PM the day before collection and no later than 6:30AM of the collection day. Late set outs will not be collected until the following week.

Refuse and recycling wheeled carts and yard waste containers must be removed from the parkway the same day as scheduled collection.

Missed Collection

If the refuse hauler misses your collection, it will be picked up the next working day. Please call ARC Disposal at (847-981-0091) to report the missed pick-up.

Improperly prepared refuse, recyclables, yard material, etc. will not be collected. Materials that are not collected due to non-compliance must be removed from the parkway and stored on the resident's property. Material must be prepared properly and set at the curb the next week for collection.

Holiday Collection Schedule

There will be no collection on the following Holidays:

- New Year's Day
- Memorial Day
- Independence Day (July 4th)
- Labor Day
- Thanksgiving Day
- Christmas Day

If a Holiday falls on a weekday or is observed on a weekday and your regular scheduled pick-up is on that day or after, your pick-up will be delayed by one day. Friday pick-ups will be done on Saturday. The following week will return to the regular collection schedule.

If New Year's, Independence, or Christmas Day fall on a Saturday and is observed on Friday, your pick-up will be on Friday. If the Holiday falls on Sunday, the Holiday will be observed on Monday. Refuse collection will be delayed one day with Monday's collection occurring on Tuesday, Tuesday will be on Wednesday, etc. The following week will return to the regular collection schedule.

SINGLE-FAMILY COLLECTION (Curbside Collection)

General Guidelines (continued)

Cart Placement

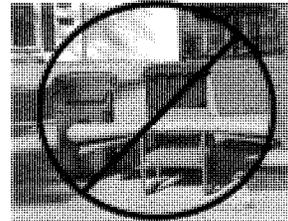
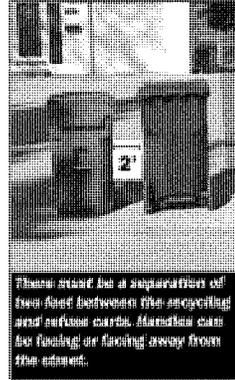
Refuse and recycling wheeled carts must be placed at the curb on your scheduled collection day to be collected.

Wheeled Cart Placement Do's

- Carts should be placed on the driveway apron at the curb line.
- Carts can be placed with the handle facing the street or facing away from the street.
- Carts should be placed at the curb with a two (2) foot separation between the carts.
- Cart lids must be closed.

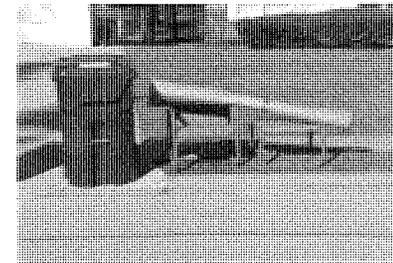
Wheeled Cart Placement Don'ts

- Carts should not be placed on the parkway or in the street.
- Cart lids should not be open.
- Items should not be placed on top of the closed lid.
- Do not place items (white goods, bulk items, yard waste) in front of the carts.



Yard Waste, Bulk Items, White Goods, etc.

All other materials (yard waste, bulk items, bundled brush, construction material, white goods, etc.) placed at the curb for disposal should be placed on the parkway next to the wheeled carts. Do not place any material for disposal in front of the wheeled carts. Placement of material in front of the carts will prevent the hauler from collecting refuse and recycling carts.



SINGLE-FAMILY COLLECTION (Curbside Collection)

Yard Waste Collection (April 1 - December 15)

Yard waste collection is a user fee based service requiring a Village yard waste sticker be purchased for every unit of yard waste placed at the curb. Yard waste can be placed at the curb in either 32 gallon rigid containers or 32 gallon biodegradable bags. The following rules apply to yard waste collection:

Procedure for Disposing of Yard Waste

- All rigid containers and biodegradable bags placed at the curb containing yard waste must have a Village yard waste sticker (user fee) attached.
- Rigid containers must have a Village yard waste decal affixed in addition to the Village yard waste sticker.

Container Specifications

- Rigid containers cannot exceed 32 gallon capacity.
- Rigid containers cannot exceed 50 pounds.

Bag Specifications

- Bags must be biodegradable.
- Bags cannot exceed 32 gallon capacity.
- Bags cannot exceed 50 pounds.
- **Plastic bags cannot be used to dispose of yard waste.**



SINGLE-FAMILY COLLECTION (Curbside Collection)

Acceptable Yard Waste

- Grass clippings, leaves, weeds, brush and twigs.

Non-Acceptable Yard Waste

- Yard waste mixed with garbage.
- Yard waste containing dirt, rocks, wood chips, sod with attached soil, fruits and vegetables.
- The above items are considered garbage and should be disposed of with your regular garbage.

Yard waste that is not properly prepared will not be collected. Improperly prepared yard waste must be removed from the parkway and be stored on the resident's property. Yard waste must be prepared properly and set at the curb the next week for collection.

Sticker Purchases and Decals

The Village yard waste stickers (\$2.25 in 2006) and decals (free) can be purchased at the following locations:

Village Hall 50 S. Emerson	Public Works 1700 W. Central
Jewel Food Stores 333 East Euclid, Mount Prospect 819 S. Elmhurst, Des Plaines	Bowen Ace Hardware 1753 W. Golf Road, Mount Prospect 24 N. Dryden Place, Arlington Heights
Dominick's 1042 S. Elmhurst Road	<i>The most current list can be found at</i> www.mountprospect.org

Yard Waste Subscription Service

Households producing a large amount of yard waste may be interested in the Village's optional yard waste subscription service. The program has an annual fee (2006 Rate: \$99), paid directly to ARC, that includes the use of a 95 gallon wheeled cart.

- Once a week pick-up on regular scheduled collection day.
- Use of a 95 gallon wheeled cart.
- Collection between April 1 and December 15.
- Annual fee includes the wheeled cart rental, collection and disposal.
- Resident arranges for service and payment directly with ARC (847-981-0091).

SINGLE-FAMILY COLLECTION (Curbside Collection)

Special Services

Back Door Service

ARC Disposal offers back door service for collection of refuse, recycling and yard material. ARC bills the resident directly for this service (2006 Rate: \$25/month). Call ARC (847-981-0091) for further details.

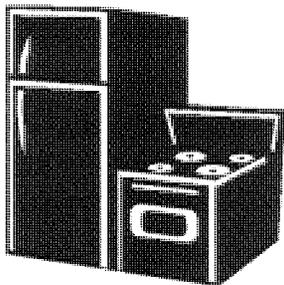


Residential Appliances (white goods)

State law (July 1, 1994) prohibits the landfilling of large residential appliances or "white goods." Therefore, large residential appliances are not collected as bulk items. It is the responsibility of the resident to ensure proper collection and disposal. Examples would include but are not limited to: water heaters, refrigerators, ovens, washer/dryer, window air conditioning unit.

Residents have several options for the collection and disposal of residential appliances:

- At the time of purchase, arrange for the retailer to remove the old appliance upon delivery of the new appliance.
- Contact ARC Disposal (847-981-0091) for curbside removal. Charges do apply (2006 Rate: \$28 per item).
- Payment for collection must be made to ARC Disposal at the time of service.
- Per state law, refrigerator/freezer doors must be removed, or latches broken.



Special Collection and Disposal Services

Residents with large quantities of refuse/debris may contact ARC (847-981-0091) directly for an estimate. Payment to ARC must be made at the time of service (2006 Rate: \$51 per cubic yard).

MULTI-FAMILY COLLECTION (Centralized Collection)

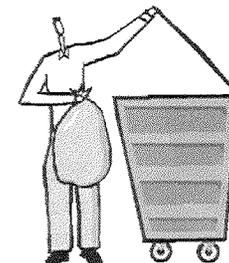
General Guidelines

The Public Works Department works with the owner/manager from each property and ARC Disposal in providing residents with centralized collection of solid waste. However, the residents are ultimately responsible for the proper disposal of their solid waste.

Refuse

All residential garbage must be placed inside the refuse container(s). Bags and other loose debris should not be set next to the container. To minimize this problem please:

- Do not send small children to dispose of refuse; they may not be able to open the container lid or reach the container.
- Do not throw garbage over the enclosure surrounding the container. Place the garbage directly inside the refuse container.
- Refuse container lids must be closed after placing refuse in the container(s).



Bulk Items

Large items such as furniture, bedding, etc. (see the Single-family collection bulk item list on page 6) should be placed next to the refuse container. Small amounts of properly prepared carpeting only.

Residential Appliances

Residential appliances will not be collected as regular refuse. See page 14, Residential Appliances, for disposal instructions.

Construction Debris

Refuse containers are to be used for household residential waste only. Owners/managers are to make arrangements for special collection of debris from construction projects at the properties.

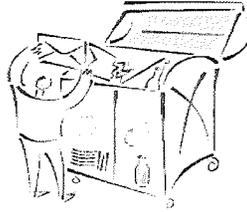
Christmas Trees

Clean (no tinsel, ornaments or lights) Christmas trees will be collected on your regular scheduled collection day. Christmas trees are not to be placed in plastic bags. Christmas wreaths will be collected on your regular scheduled collection day with refuse. There is no additional charge for this service.

MULTI-FAMILY COLLECTION (Centralized Collection)

Recycling

The Village of Mount Prospect encourages residents to reduce, reuse and recycle. While the Village provides an extensive recycling program, residents should be aware that purchasing habits can reduce the amount of waste generated.



The Village provides centralized recycling services to any multi-family property choosing to participate. The same materials collected in the curbside collection program are also collected at multi-family properties. Please refer to the recycling section under Single-family Collection beginning on page 3 for proper preparation of recyclables.

Recyclables are collected in 95 gallon wheeled carts. Please check with the property owner/manager for the location of the wheeled carts.

Recycling carts containing refuse and/or plastic bags will not be collected. If the placement of refuse and/or plastic bags is an ongoing problem and no solution can be arrived at by the property manager and the Village, the program may be discontinued.

Residents residing in properties without the centralized program are encouraged to contact Public Works (847-870-5640) to obtain information about drop off locations.

Questions regarding your property's participation should be directed to the owner/property manager.

Yard Material

Multi-family properties are responsible for the collection and disposal of all yard waste generated at the properties. Each property may contract independently for landscaping service or they can contact ARC (847-981-0091) for details regarding yard waste collection at multi-family properties.

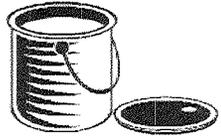


HOUSEHOLD HAZARDOUS WASTE

Household hazardous waste, such as chemicals, pesticides, fertilizers, oil, paint, varnishes, strippers and similar items are not allowed in landfills and thus are not collected as part of the Village's solid waste collection program.

When improperly stored or disposed of, household wastes threaten human health or cause environmental contamination. Please follow these rules to properly dispose of hazardous materials.

- Dispose of only empty containers in the household refuse.
- Recycle through reuse by giving unused portions to neighbors or community organizations who will use the product; i.e. paints, cleaning products, etc.
- Recycle products that can be remanufactured for reuse; i.e. motor oil, automobile batteries.
- Solidified latex paint can be disposed of in household refuse. Use absorbents like kitty litter to solidify latex paint.
- Take unused household hazardous waste to a permanent collection facility or a one-day collection. Visit the Village's website at www.mountprospect.org to find out more.



Car Batteries, Tires, Motor Oil

State law prohibits the disposal of car batteries, tires and motor oil. Therefore, car batteries, tires and motor oil are not collected by the refuse hauler. However, residents have several options for proper disposal of car batteries, tires and motor oil. A number of businesses in the area will accept these materials for recycling, charges may apply.



Please contact Public Works (847-870-5640) for a current listing of businesses accepting used car batteries, tires and motor oil.

"Fly Dumping"

It is unlawful for any individual, firm or corporation to deposit refuse and/or yard waste on either private or public property, including residential/commercial dumpsters and Village receptacles, other than that authorized for the individual. This will be strictly enforced; a fine may be imposed.

The Village Board of Trustees would like to thank the residents of Mount Prospect for their waste reduction efforts and working toward a safe and healthy environment.



“Throughout history, many great civilizations have been buried, none, however, by their own garbage.”

- TIME Environment Challenge



**Village of Mount Prospect
Public Works Department**

1700 West Central Road
Mount Prospect, Illinois 60056
Phone: 847/870-5640
E-Mail: publicworksdept@mountprospect.org
Web Site: www.mountprospect.org

Village of Mount Prospect Outfall Inspection Data Form

Section 1: Background Data

Watershed:	Outfall ID:	
Date:	Time:	
Temperature:	Inspector(s):	
Previous 48 Hours Precipitation:	Photos Taken (Y/N)	If yes, Photo Numbers:
Land Use in Drainage Area (Check all that apply):		
<input type="checkbox"/> Industrial <input type="checkbox"/> Residential <input type="checkbox"/> Commercial Other: _____ Known Industries: _____ <input type="checkbox"/> Open Space <input type="checkbox"/> Institutional		

Section 2: Outfall Description

LOCATION	MATERIAL	SHAPE	DIMENSIONS (IN.)	SUBMERGED	
Storm Sewer (Closed Pipe)	<input type="checkbox"/> RCP <input type="checkbox"/> CMP <input type="checkbox"/> PVC <input type="checkbox"/> HDPE <input type="checkbox"/> Steel <input type="checkbox"/> Clay / drain tile <input type="checkbox"/> Other: _____	<input type="checkbox"/> Circular <input type="checkbox"/> Elliptical <input type="checkbox"/> Box <input type="checkbox"/> Other: _____	<input type="checkbox"/> Single <input type="checkbox"/> Double <input type="checkbox"/> Triple <input type="checkbox"/> Other: _____	Diameter/ Dimensions: _____	In Water: <input type="checkbox"/> No <input type="checkbox"/> Partially <input type="checkbox"/> Fully With Sediment: <input type="checkbox"/> No <input type="checkbox"/> Partially <input type="checkbox"/> Fully
Open drainage (swale/ditch)	<input type="checkbox"/> Concrete <input type="checkbox"/> Earthen <input type="checkbox"/> rip-rap <input type="checkbox"/> Other: _____	<input type="checkbox"/> Trapezoid <input type="checkbox"/> Parabolic <input type="checkbox"/> Other: _____	Depth: Top Width: Bottom Width:		

Section 3: Physical Indicators

INDICATOR	CHECK if Present	DESCRIPTION	COMMENTS
Outfall Damage	<input type="checkbox"/>	<input type="checkbox"/> Spalling, Cracking or Chipping <input type="checkbox"/> Peeling Paint <input type="checkbox"/> Corrosion	
Deposits/Stains	<input type="checkbox"/>	<input type="checkbox"/> Oily <input type="checkbox"/> Flow Line <input type="checkbox"/> Paint <input type="checkbox"/> Other: _____	
Abnormal Vegetation	<input type="checkbox"/>	<input type="checkbox"/> Excessive <input type="checkbox"/> Inhibited	
Poor pool quality	<input type="checkbox"/>	<input type="checkbox"/> Odors <input type="checkbox"/> Colors <input type="checkbox"/> Floatables <input type="checkbox"/> Oil Sheen <input type="checkbox"/> Suds <input type="checkbox"/> Excessive Algae <input type="checkbox"/> Other: _____	
Pipe algae/growth	<input type="checkbox"/>	<input type="checkbox"/> Brown <input type="checkbox"/> Orange <input type="checkbox"/> Green <input type="checkbox"/> Other: _____	
Do physical indicators suggest an illicit discharge is present (Y/N):			
Flow Present?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If No, Skip to Section 5 and Close Illicit Discharge Investigation	
Flow Description	<input type="checkbox"/> Trickle <input type="checkbox"/> Moderate <input type="checkbox"/> Substantial		

Section 4: Physical Indicators (Flowing Outfalls Only)

INDICATOR	CHECK if Present	DESCRIPTION	RELATIVE SEVERITY INDEX (1-3)		
Odor	<input type="checkbox"/>	<input type="checkbox"/> Sewage <input type="checkbox"/> Rancid/sour <input type="checkbox"/> Sulfide <input type="checkbox"/> Petroleum/gas <input type="checkbox"/> Other: _____	<input type="checkbox"/> 1-Faint	<input type="checkbox"/> 2 - Easily detected	<input type="checkbox"/> 3 - Noticeable from a distance
Color	<input type="checkbox"/>	<input type="checkbox"/> Clear <input type="checkbox"/> Brown <input type="checkbox"/> Gray <input type="checkbox"/> Yellow <input type="checkbox"/> Green <input type="checkbox"/> Orange <input type="checkbox"/> Red <input type="checkbox"/> Other: _____	<input type="checkbox"/> 1-Faint colors in sample bottle	<input type="checkbox"/> 2 - Clearly visible in sample bottle	<input type="checkbox"/> 3 - Clearly visible in outfall flow
Turbidity	<input type="checkbox"/>	See severity	<input type="checkbox"/> 1-Slight cloudiness	<input type="checkbox"/> 2 - Cloudy	<input type="checkbox"/> 3 - Opaque
Floatables -Does Not Include Trash!!	<input type="checkbox"/>	<input type="checkbox"/> Sewage <input type="checkbox"/> Suds <input type="checkbox"/> Petroleum (oil sheen) <input type="checkbox"/> Grease <input type="checkbox"/> Other: _____	<input type="checkbox"/> 1-Few/slight; origin not obvious	<input type="checkbox"/> 2 - Some; indications of origin	<input type="checkbox"/> 3 - Some; origin clear
Do physical indicators (flowing) suggest an illicit discharge is present (Y/N):					

Section 5: Any Non-Illicit Discharge Concerns (e.g., trash or needed infrastructure repair)

Instructions for completing the
Storm Water Outfall Inspection Data Form

Strike out incorrect entries with a single line; correct values or descriptions are written above or near the struck-out entries. Do not use a new data entry form to correct an incorrect entry. At the completion of each outfall inspection, the field crews are responsible for ensuring that a ***Storm Water Outfall Inspection Data Form*** has been completely and correctly filled out and that all data and remarks are legible.

Section 1: Background Data

Watershed: The ultimate receiving water from the storm water outfall inventory to be entered here.

Outfall ID: Enter the outfall identification number from the storm water outfall inventory.

Date: To avoid confusion, dates are to be written in the following manner: DAY MONTH YEAR. For example, 10 MARCH 2007.

Time: Regular time in hours minutes and am/pm (i.e 1:30 pm).

Temperature: A concise description of the weather conditions at the time of the screening is to be recorded (for example, Clear, 75° F).

Inspector: The name(s) of the field personnel.

Previous 48 Hours Precipitation: The total amount of precipitation during the 48 hours preceding the inspection is to be noted (for example, none-72 Hours or 0"=4 days). If the total precipitation is not known, it is appropriate to enter a qualitative assessment if the precipitation was minor. For example, *Drizzle-36 Hours* if appropriate. If the precipitation amount was significant, actual precipitation totals is obtained from a local rain gauge, if available.

Photos Taken (Yes/No): Photographs are to be taken with a camera that superimposes a date and time on the film. The date and time should correspond to the date and time recorded on the data form.

Photo Numbers: If photographs are taken, the number(s) is recorded.

Land Use: Check all that apply, noting which land use is predominate. If the industrial box is checked, any known industries are listed to facilitate potential tracing efforts.

Section 2: Outfall Description

Type of Outfall: Storm Sewer (Closed Pipe) or Open Drainage (Swale/Ditch):

First check if the outfall is either from a Closed Pipe or Open Drainage. Then complete table row to describe outfall characteristics.

Section 3: Physical Indicators

Complete table rows describing outfall characteristics (Outfall Damage, Deposits/Stains, Abnormal Vegetation, Poor pool quality, Pipe algae/growth). This section is filled out regardless of current flow conditions. No flow during the time of the inspection, does not rule out the potential of illicit discharges. Corroding or stained pipes, dead or absence of vegetation, are potential indicators of illicit discharges from direct or indirect (i.e. dumping) sources.

After inspecting the physical conditions of the outfall, the likelihood of an illicit discharge is assessed. Use this assessment in the supporting flow chart above.

Flow Present (Yes/No): A *Yes* or *No* is entered here to indicate the presence or absence of dry-weather flow. If the outfall is submerged or inaccessible, “See Notes” is entered and an explanation provided in the “Notes” section.

If *No* is entered in the “Flow Present” block, then skip to Section 5.

If *Yes* is entered, then the remainder of the outfall screening data form is filled out.

Flow Description: A description of the quantity of the dry-weather flow is provided.

Sample Location: A description of the actual sampling location is to be recorded (for example, at end of outfall pipe). If the outfall is submerged or is inaccessible for sampling, an upstream sampling location may be required. A description of any upstream sampling locations is recorded here. Grab samples are collected from the middle, both vertically and horizontally, of the dry-weather flow discharge in a cleaned glass container. Samples can be collected by manually dipping a sample container into the flow.

If no dry weather flow was observed and no non-flowing physical indicators appear present the inspection can be closed, skip to Section 5 of the form. If no dry weather flow was observed but indicators appear present the outfall is placed back on the follow-up inspection log to ensure future inspections of the outfall, skip to Section 5. If dry weather flow was observed (regardless of the presence of non-flowing physical indicators), complete the remainder of the form and continue to Section 4.

Section 4: Physical Indicators (Flowing Outfalls Only)

Complete table rows describing outfall characteristics (Odor, Color, Turbidity, Floatables). This section is filled out for flowing outfalls only.

Odor: The presence of an odor is to be assessed by fanning the hand toward the nose over a wide-mouth container of the sample, keeping the sample about 6 to 8 inches from the face. Be careful not to be distracted by odors in the air. Provide a description of the odor, if present.

Color: The presence of color in the discharge is to be assessed by filling a clean glass sample container with a portion of the grab sample and comparing the sample with a color chart, if color

is present. If a color chart is used, the number corresponding to the color matching the sample is to be entered in this blank. Color is not assessed by looking into the discharge.

Turbidity: Turbidity is a measure of the clarity of water. Turbidity may be caused by many factors, including suspended matter such as clay, silt, or finely divided organic and inorganic matter. Turbidity is a measure of the optical properties that cause light to be scattered and not transmitted through a sample. The presence of turbidity is to be assessed by comparing the sample to clean glass sample container with colorless distilled water. Describe turbidity as;

- Clear,
- Cloudy (translucent), or
- Opaque.

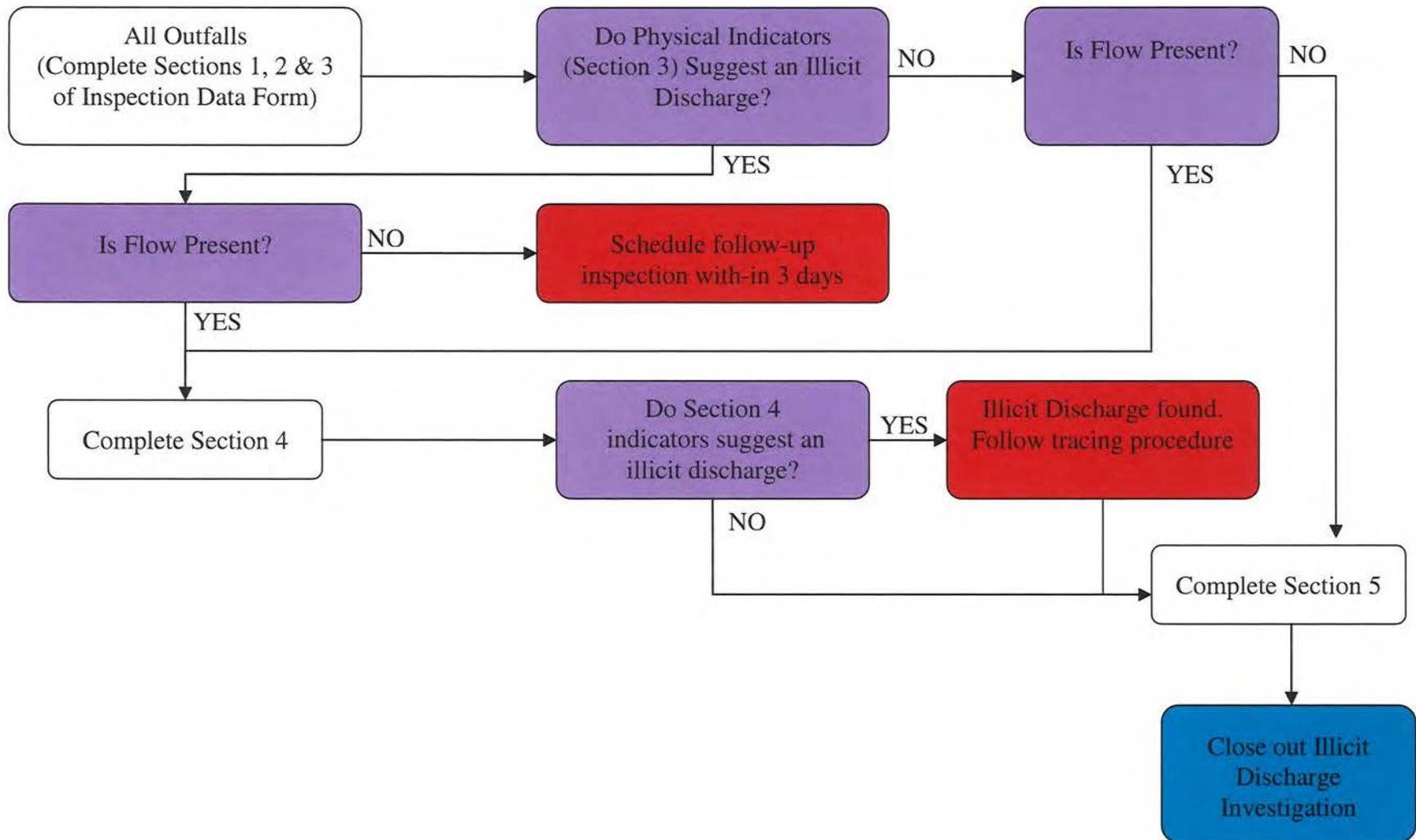
Floatables: The presence of floating scum, foam, oil sheen, or other materials on the surface of the discharge are to be noted. Describe of any floatables present that are attributable to discharges from the outfall. Do not include trash originating from areas adjacent to the outfall in this observation.

After inspecting the physical conditions of the outfall discharge, the likelihood of an illicit discharge is assessed. If flowing physical indicators are present, the tracing procedures are implemented.

Section 5: Any Non-Illicit Discharge Concerns

Any problems or unusual features are to be entered here. If the outfall appears to be potentially impacted by inappropriate discharges, this can be recorded here. This section is to be completed even if no flow is observed.

Outfall Inspection Procedure Flow Chart





**Village of Mount Prospect
Pre-Construction Meeting Form**

PROJECT: _____ DATE: _____

CONTRACTOR: _____ PHONE: _____

Project Manager: _____ FAX: _____

Site Superintendent: _____ Phone: _____

Cell: _____

ENGINEER: _____ PHONE: _____

Project Manager: _____ FAX: _____

Field Representative: _____ Cell: _____

SESC Inspector (If Applicable): _____

PHONE: _____

FAX: _____

Cell: _____

1. Contract Dates
 - a. Start _____
 - b. Duration of Contract _____
 - c. Substantial Completion _____
 - d. Final Completion _____

2. Utilities
 - a. Water _____
 - b. Sewer _____
 - c. Electric _____
 - d. Cable _____
 - e. Telephone _____
 - f. Gas _____

**Contact JULIE 1-800-892-0123

3. Permits (circle applicable permits)
 - a. Water
 - b. Sewer (IEPA)
 - c. Building/Site Development
 - d. MWRD
 - e. USACE Wetland Permit
 - f. IEPA / NPDES (Erosion Control)
 - g. IDOT
 - h. Easements

4. Contractors Insurance (Certificate of Insurance) - Name Village of Mount Prospect and Village Consultant, as additionally insured.

5. Performance Guarantee Requirements: _____

6. Reference Points/Surveying/Staking

a. Who provides: _____

7. Construction Schedule / Sequencing on plans? Yes No

8. List of Subcontractors/Suppliers

9. Special Structures needing/Shop Drawings? Yes No

10. As-builts required at completion of project? Yes No

11. Operation and Maintenance of Existing Facilities

Utilities

Driveways

Construction entrance and silt fence etc.

12. Stormwater Management Facility Long Term Maintenance Plan required? Yes No

13. Traffic Control

a. Traffic Control Subcontractor: _____

14. Soil Erosion/Sediment Control

a. Floodplain/Floodway On/Adj. to Site: Yes No

b. Wetlands/Waters On/Adj to Site: Yes No

c. Initial SE/SC Inspection at Pre-Con: Yes No

d. Village to receive weekly NPDES Inspection Reports Yes No

e. Key Discussion Items/Areas of Focus

Communication Chain

Construction Entrance

Detention/Sediment Basin

Dewatering

Ditch Checks/Silt Dikes

Dust/Mud Control

General Phasing

Inlet Protection

Inspection Log

Overland/Offsite Drainage

Perforated Riser

Perimeter SE/SC BMPs

Restrictor Plate/Structure

Silt Fence (ASSHTO 288-00)

Soil Stockpile Stabilization

Stormwater Management System

Stabilization Measures

SWPPP on Site & Updated

Stormwater System

Vegetative Cover/Type

Wetlands/Waters Protection

15. Temporary Facilities and Controls

a. Relocations (Utilities, roadway, etc.): _____

b. Job Trailer location, phone numbers, address: _____

16. Testing (by Whom?)

a. Materials: _____

b. Water main Installation: _____

c. Sewer Installation: _____

d. Pavement construction: _____

17. Progress Meetings

Weekly/Bi-weekly beginning: _____

8. Easement Requirements

- a. Existing/Proposed
- b. Construction Easements
- c. Drainage Easements
- d. Restoration/Staging of Materials

19. Inspections

- a. Special inspections: _____
- b. By consultant and/or Village: _____
- c. Date of next inspection: _____

20. Working Hours

Contractor construction
 Mon-Fri: 7:00AM-6:00PM
 Saturday 7:00AM – Noon

Village Engineering Office Hours
 Mon-Fri 8:00AM-5:00PM

Sunday and Holidays – no work.
 Demolition can only take place Mon – Fri.

Additional Notes:





Village of Mount Prospect Soil Erosion and Sediment Control Field Observation Report

NPDES Permit #		USACE Reference #	
Date/Time of Inspection		Observer:	
Project Name			
Field Contact Information			
Address/Location			

In Attendance			
Weather Conditions:		Reason for Inspection	<input type="checkbox"/> weekly <input type="checkbox"/> rain <input type="checkbox"/> other
Disturbed Area		Stage of Construction	
Floodplain Impacted	<input type="checkbox"/> Yes <input type="checkbox"/> No	Floodway Impacted	<input type="checkbox"/> Yes <input type="checkbox"/> No
Wetland Impacted	<input type="checkbox"/> Yes <input type="checkbox"/> No	Violation Observed	<input type="checkbox"/> Yes <input type="checkbox"/> No
Violation Correction Time	<input type="checkbox"/> 1 day <input type="checkbox"/> 10 day <input type="checkbox"/> 30 day	Violation Rating	
Water Sample Taken	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Photos Taken	<input type="checkbox"/> Yes <input type="checkbox"/> No
Follow up Needed		Next Site Visit	
		Copy To:	

Construction Entrance/Pavement	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A	Detention/Sediment Basin Condition	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A
Dewatering Facility	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A	Ditch Checks/Silt Dikes	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A
Dust Control	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A	Inlet Protection	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A
Native Vegetation	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A	Overland Flow/Offsite Drainage Paths	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A
Perforated Riser	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A	Perimeter SE/SC Controls	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A
Restrictor Plate/Structure	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A	Silt Fence	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A
Soil Stockpile Stabilized/Protected	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A	Stabilization Measures	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A
Stormwater System	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A	Wetlands/Waters Protection Measures	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> N/A

Comments:

<p>Detention Basin – Sediment Basin</p> <ul style="list-style-type: none"> • Is the basin installed? • Is the basin adequately stabilized? • Is there evidence of sufficient coverage of native vegetation? • Is the emergency overflow constructed with the required materials? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Dewatering</p> <ul style="list-style-type: none"> • Is dewatering directly entering a waterway or wetland? • Are dewatering activities conveying sediment laden water? • Are appropriate dewatering BMP's in place and functioning effectively? • If a sediment bag is being used, is it capturing sediment effectively? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Dust Control – sweeping, vacuuming, spraying, etc.</p> <ul style="list-style-type: none"> • Are dust control measures being used as needed? • Is dust observed moving offsite due to wind? • Are roadways being swept or swept and vacuumed when needed? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Inlet Protection – Catch-All basket, filter, silt fence, silt dike, straw bales, gravel dam, etc.</p> <ul style="list-style-type: none"> • Are all storm sewer inlets that are or will be functional during construction protected? • Is the inlet protection installed correctly to protect the entire inlet? • Is the inlet protection being maintained? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Miscellaneous</p> <ul style="list-style-type: none"> • Is there an adequately sized receptacle on site for deposition of construction material debris? • Is there a dedicated, protected area for concrete wash out activities? • Are the permitted plans available on site? The Stormwater Pollution Prevention Plan (SWPPP)? • If polymers are used, are they being used appropriately in an approved manner? • Have any SE/SC measures that are no longer needed been removed? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Overland Flow – Offsite Drainage</p> <ul style="list-style-type: none"> • Are all permitted overland flow routes constructed? • Are all permitted overland flow routes free from obstruction? • Are all permitted overland flow routes stabilized? • Are all pre-construction overland flow routes protected? • Are all pre-construction overland flow routes free from obstruction? • Are all points of offsite drainage (ie. water leaving the site) stabilized? • Are all points of offsite drainage protected from erosion and sedimentation? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Perforated Riser</p> <ul style="list-style-type: none"> • Is the perforated riser installed at the outlet? • Is the perforated riser sized correctly (one pipe size smaller than the outlet pipe)? • Is the perforated riser wrapped in hardware cloth or chicken wire, and filter fabric? • Is the perforated riser adequately mortared in? • Is there an adequate amount of stone at the base of the riser? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Perimeter SE/SC Controls</p> <ul style="list-style-type: none"> • Are all perimeter soil erosion/sediment controls in place and maintained? • Are adjacent wetlands/waters/properties being impacted by SE/SC failures? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>

<p>Restrictor Plate – Restrictor Structure</p> <ul style="list-style-type: none"> Is the restrictor plate or restrictor structure installed? Is the opening(s) or pipe size in the restrictor plate or restrictor structure appropriately sized? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Silt Fence</p> <ul style="list-style-type: none"> Does the silt fence meet the AASHTO 288-00 Standard? Is the silt fence trenched in properly? Is the silt fence backfilled and compacted? Is the silt fence maintained and in good condition? Is silt fence installed in all areas shown on the permitted plans and in all areas necessary? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Site Stabilization</p> <ul style="list-style-type: none"> Have all disturbed areas been stabilized with temporary or permanent measures within 14 days of the end of active hydrologic disturbance? Are stabilization measures effective? Are there areas of disturbance that need additional stabilization measures? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Soil Stockpile</p> <ul style="list-style-type: none"> Is the soil stockpile located in an approved location (ie. not in floodplain or wetland)? Is the soil stockpile adequately stabilized? Is the soil stockpile properly enclosed with silt fence? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Stormwater Management System</p> <ul style="list-style-type: none"> Is the stormwater management system installed and functional, prior to building construction? Are all points of concentrated discharge appropriately installed for energy dissipation? Are all inlets and catch basins adequately protected from sediment conveyance into the system? Is hydrocarbon removal technology in place, functional and maintained where needed? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Temporary Construction Entrance</p> <ul style="list-style-type: none"> Are all ingress and egress points covered by a temporary construction entrance? Is the entrance constructed with 3" coarse aggregate? Has an appropriate geotextile material been installed underneath the stone? Is the entrance appropriately sized, both in width and length? Is the entrance adequately preventing tracking of dirt, mud, and sediment onto roadways? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Triangular Silt Dike</p> <ul style="list-style-type: none"> Are triangular silt dikes installed in all locations shown on the permitted plan set? Are the triangular silt dikes pinned or otherwise secured on the upstream side? Are the triangular silt dikes spaced appropriately, ie. the top of the downstream unit should be at the same elevation as the bottom of the unit immediately upstream? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p>Wetlands and Waters Protection</p> <ul style="list-style-type: none"> Are all delineated wetlands on site protected by 4' IDOT Standard Construction Fencing? Are all adjacent offsite wetlands protected from impact? Are illicit discharges into wetlands or bodies of water being prevented? Are wetland buffers protected? 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>

Inspector's Signature _____ Date of Inspection _____



Date:

1ST NOTICE OF VIOLATION

Applicant Name
Company
Address
City State Zip

Subject: Project Name
Permit No. _____
1st Notice of Violation

Dear Permittee:

You are hereby notified of the following violation(s) to your Site Development Permit:

- Failure to notify the Village of Mount Prospect prior to construction.
- Failure to display Permit placard visible from street.
- Failure to install/maintain a non-erosive outlet from the structure to the watercourse.
Location(s) _____
- Failure to install/maintain soil erosion and sediment control features prior to hydrologically disturbing upstream areas.
Location(s) _____
- Failure to install/maintain temporary or permanent seeding.
Location(s) _____
- Failure to install/maintain sod.
Location(s) _____
- Failure to install/maintain erosion control blanket.
Location(s) _____
- Failure to install/maintain silt fence.
Location(s) _____
- Failure to install/maintain sediment traps.
Location(s) _____
- Failure to install/maintain sediment basins.
Location(s) _____
- Failure to install/maintain storm inlet protection.
Location(s) _____
- Failure to route dewatering services through an effective sediment control measure.
Location(s) _____
- Failure to install/maintain stabilized construction entrance. Failure to clean right of way/pavement.
Location(s) _____

- Failure to install/maintain runoff diversion controls.
Location(s) _____
- Failure to prevent erosion from stockpile, or the placement of stockpile in a flood-prone area, wetland or waters of the U.S.
Location(s) _____
- Failure to maintain dust control.
Location(s) _____
- Failure to follow permitted construction sequencing.
Location(s) _____
- Failure to submit a copy of the NPDES ILR10 Notice of Intent to the Village.

You must take immediate action and cure all deficiencies identified above within five (5) working days, or the Village of Mount Prospect may issue a Stop Work Order or invoke penalties and legal actions as outlined in the Village's Municipal Code. Once all deficiencies have been cured, please call our office to schedule a re-inspection. If you have any questions please contact XXXX (847) XXX-XXXX.

Sincerely,

cc:

Summary of Violation Notification Procedure

1st Notice: Village will furnish a Violation Notification to applicant and/or representative via fax and Certified Mail outlining necessary corrective measures to be completed and re-inspected within 5-working days of said notification. After which time, if violations are still not corrected, a stop work order will be issued for the site (i.e. all work to stop except for activities related to correcting violations).

2nd Notice: Village issues a Conditional Stop Work Order for the site (allowing only remediation activities) via fax and Certified Mail granting an additional 5-working day deadline to complete remedial work to cure said violation(s). Fines continue to accrue.

3rd and Final Notice: If corrective measures have not been completed within the period allowed by 2nd Notice, the Village shall meet with the applicant/developer to discuss the Village's additional punitive actions and the plan and schedule within which the necessary remedial measures will be completed. Fines continue to accrue and the Conditional Stop Work Order remains in effect.

NOTE: Building and/or Occupancy Permits and surety reduction requests will be withheld until all violations are resolved and levied fines are paid.

Village of Mount Prospect Leachment/Retention Pond Checklist

Inspected by:

Date:
Weather Conditions:

ID Number	Name/Location	Ownership	Flood Height <i>(low/medium/high)</i>	Condition <i>(Excellent / Fair / Poor)</i>	Comments (Erosion, control structure repairs needed, perimeter vegetation, control structure)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					



Illicit Discharge Incident Tracking Form

Incident ID:				
Responder Information				
Call taken by:			Call date:	
Call time:			Precipitation (inches) in past 24-48 hrs:	
Reporter Information				
Incident time:			Incident date:	
Caller contact information (<i>optional</i>):				
Incident Location (<i>complete one or more below</i>)				
Latitude and longitude:				
Stream address or outfall #:				
Closest street address:				
Nearby landmark:				
Primary Location Description		Secondary Location Description:		
<input type="checkbox"/> Stream corridor <i>(In or adjacent to stream)</i>		<input type="checkbox"/> Outfall	<input type="checkbox"/> In-stream flow	<input type="checkbox"/> Along banks
<input type="checkbox"/> Upland area <i>(Land not adjacent to stream)</i>		<input type="checkbox"/> Near storm drain	<input type="checkbox"/> Near other water source (storm water pond, wetland, etc.):	
Narrative description of location:				
Upland Problem Indicator Description				
<input type="checkbox"/> Dumping		<input type="checkbox"/> Oil/solvents/chemicals	<input type="checkbox"/> Sewage	
<input type="checkbox"/> Wash water, suds, etc.		<input type="checkbox"/> Other: _____		
Stream Corridor Problem Indicator Description				
Odor	<input type="checkbox"/> None	<input type="checkbox"/> Sewage	<input type="checkbox"/> Rancid/Sour	<input type="checkbox"/> Petroleum (gas)
	<input type="checkbox"/> Sulfide (rotten eggs); natural gas	<input type="checkbox"/> Other: Describe in "Narrative" section		
Appearance	<input type="checkbox"/> "Normal"	<input type="checkbox"/> Oil sheen	<input type="checkbox"/> Cloudy	<input type="checkbox"/> Suds
	<input type="checkbox"/> Other: Describe in "Narrative" section			
Floatables	<input type="checkbox"/> None:	<input type="checkbox"/> Sewage (toilet paper, etc)	<input type="checkbox"/> Algae	<input type="checkbox"/> Dead fish
	<input type="checkbox"/> Other: Describe in "Narrative" section			
Narrative description of problem indicators:				
Suspected Violator (name, personal or vehicle description, license plate #, etc.):				

**STORMWATER MANAGEMENT SYSTEM
MAINTENANCE PLAN FOR NEW FACILITIES**

Subject: INSERT DEVELOPMENT NAME HERE

SUCH PROPERTY BEING THE REAL PROPERTY NOW DULY PLATTED AS INSERT DEVELOPMENT NAME HERE, AS SUCH PLAT IS NOW RECORDED AS DOCUMENT NO. INSERT DOCUMENT NUMBER, IN THE OFFICE OF THE RECORDER OF DEEDS OF THE COUNTY OF XXXX, STATE OF ILLINOIS, HEREBY MAKES THE FOLLOWING DECLARATIONS OF MAINTENANCE RESPONSIBILITIES.

Responsibilities:

Adequate provisions for maintenance of the stormwater system are an essential aspect of long-term drainage performance. Responsibility for the overall maintenance shall rest with the insert responsible party name here.

Purpose and Objective:

Detention and water quality treatment facilities, storm sewers, swales and native vegetation/buffer areas define a development's stormwater management system. When land is altered to build homes and other developments, the natural system of trees and plants is replaced with impervious surfaces like sidewalks, streets, decks, roofs, driveways, or lawns over highly compacted soils. As a result more rain water / storm water flows off the land at a faster rate and less rain water is absorbed into the soil. This can lead to streambank erosion, downstream flooding and increased concentrations of pollutants. The storm water management system was designed to help slow the rate of runoff from the development and improve the quality of the storm water leaving the site.

Interpretation as to Requirements Under This Maintenance Plan:

The requirement for this Maintenance Plan is generated by the Village of Mount Prospect Municipal Code. Therefore, the interpretation of the maintenance requirements set forth in this Maintenance Plan shall be interpreted on the basis of the intent and requirements of said Ordinance.

Inspection Frequency:

Inspection experience will determine the required cleaning frequencies for the components of the stormwater management system. At a minimum, the attached checklist items should be inspected annually. Detention ponds (including the outlet control structure and restrictors) should be inspected on a monthly basis during wet weather conditions from March to November.

Maintenance Considerations:

Whenever possible, maintenance activities should be performed during the inspection. These activities should be supplemented by repair / replacement as required. A Registered Professional Engineer (PE) shall be hired for design resolution of specific items as indicated on the checklist below.

Cost Considerations:

Frequent maintenance program work execution will lead to less frequent and less costly long-term maintenance and repair. The attached checklist items may need to be amended based on experience recorded over the initial period of occupancy of the subdivision.

Record Keeping:

Separate and distinct records shall be maintained by the responsible party for all tasks performed associated with this plan. The records shall include the dates of maintenance visits, who performed the inspection, and a description of the work performed.

_____, the owner's agent, has caused these presents to be signed and acknowledged, this _____ day of _____, 2_____.

By: _____

Post-Construction Stormwater Management System Inspection Checklist

The following checklist describes the suggested routine inspection items and recommended measures to be taken to ensure that the Stormwater Management System functions as designed. When hiring a PE is the recommended measure, the PE shall inspect, evaluate and recommend corrective actions. The General section outlines items that should be taken into consideration during inspection and maintenance activities. While performing an overall inspection of your system, please check for the following items.

General

- Litter and debris shall be controlled.
- Accumulated sediment shall be disposed of properly, along with any wastes generated during maintenance operations.
- Riprap areas shall be repaired with the addition of new riprap, as necessary, of adequate size and shape.
- Roads and parking lots shall be swept or vacuumed on a periodic basis.
- Access path to storm water management facilities should be free from obstructions (woodpiles, sheds, vegetation).
- Fences, gates and posts shall be maintained.
- Signs shall be maintained.

Dams and berms

- ___ Settlement. If settlement observed, hire a PE.
- ___ Breaks or failures. If failure observed, notify the Village immediately and hire a PE.
- ___ Erosion. Repair as needed.
- ___ Signs of leakage, seepage or wet spots. If observed, hire a PE.
- ___ Unwanted growth or vegetation. Remove as needed.

Shorelines

- ___ Erosion or rip-rap failures. Repair as needed
- ___ Undermining. Stabilize and repair as needed.

Outlet and inlet structure

- ___ Obstructions blocking outlet pipe, restrictor, channel or spillway. Remove obstructions immediately.
- ___ Separation of joints. Repair as needed.
- ___ Cracks, breaks, or deterioration of concrete. Repair as needed
- ___ Scour and erosion at outlet. If observed, repair (consider additional or alternative stabilization methods).
- ___ Condition of trash racks. Remove any collected debris.
- ___ Outlet channel conditions downstream. Stabilize soil or remove obstructions as needed.

Storage Volume

- ___ Facilities shall be inspected to ensure that the constructed volume for detention is maintained. No sediment, topsoil, or other dumping into the facility shall be allowed. If a detention facility includes specific locations designed to accumulate sediment these locations should be dredged every 5-yrs or when 50% of the volume has been lost.
- ___ Wet ponds lose 0.5 - 1.0% of their volume annually. Dredging is required when accumulated volume loss reaches 15%, or approximately every 15-20 years.

Storm Sewers

- ___ System is free draining into collection channels or catch basins. If concerned, clean or repair.
- ___ Catch basins. Remove sediment when more than 50% of basin sump is filled.

_____ Siltation in Culvert. Culverts shall be checked for siltation deposit, clean out as necessary.

Bridges

- _____ Any scouring around wing walls. Stabilize and repair as needed. If concerned, hire a PE.
- _____ Any undermining of footings. Stabilize and repair as needed. If concerned, hire a PE.

Swales

- _____ All ditches or pipes connecting ponds in series should be checked for debris that may block flow.
- _____ Repair and replace permanent check-dams as necessary.
- _____ Verify systems (both drainage ditches and sideyard swales) are maintaining originally constructed design slope and cross-sectional area. If fill or sediment contributes to elevation changes in swale, re-grading and re-shaping shall be performed. Licensed surveyors shall be hired to lay-out and check grades. No landscaping, earthen fill, gardens, or other obstructions (including sheds and other structures) shall be allowed in the swales that would impede design drainage flow patterns.

Vegetated Areas –

- _____ Need for planting, reseeding or sodding of native areas. Supplement alternative native vegetation if a significant portion has not established (50% of the surface area). Reseed with alternative grass species if original grass cover has not successfully established.
- _____ Need for planting, reseeding or sodding of turf areas. Supplement alternative native vegetation if a significant portion has not established (75% of the surface area). Reseed with alternative grass species if original grass cover has not successfully established.
- _____ Invasive vegetation (refer to the Native Plant Guide for Streams and Stormwater Facilities in Northeastern Illinois, or hire an environmental or landscape specialist). Remove as necessary.

Wetland Buffers

- _____ Inspect for evidence of erosion or concentrated flows through or around the buffer. All eroded areas should be repaired, seeded and mulched. A shallow stone trench should be installed as a level spreader to distribute flows evenly in any area showing concentrated flows.
- _____ All existing undergrowth, forest floor duff layer, and leaf litter must remain undisturbed except in designated paths or permitted encroachment areas.
- _____ No tree cutting is allowed except for normal maintenance of dead, diseased and damaged trees or; the culling of invasive, noxious or non-native species that are to be replaced by more desirable and native vegetation.
- _____ A buffer must maintain a dense, complete and vigorous cover of "non-lawn" vegetation which should not be mowed no more than once a year. Vegetation may include grass and other herbaceous species as well as shrubs and trees.
- _____ Use or maintenance activities within the buffer shall be conducted so as to prevent damage to vegetation and exposure of soil.

STORMWATER MANAGEMENT SYSTEM ANNUAL MAINTENANCE PLAN FOR EXISTING FACILITIES

Purpose and Objective:

Detention and water quality treatment facilities, storm sewers, swales and native vegetation/buffer areas define a development's stormwater management system. When land is altered to build homes and other developments, the natural system of trees and plants is replaced with impervious surfaces like sidewalks, streets, decks, roofs, driveways, or lawns over highly compacted soils. As a result more rain water / storm water flows off the land at a faster rate and less rain water is absorbed into the soil. This can lead to streambank erosion, downstream flooding and increased concentrations of pollutants. The existing storm water management system was designed to help slow the rate of runoff from the development and maintain the quality of the storm water leaving the site.

Inspection Frequency:

Inspection experience will determine the required cleaning frequencies for the components of the stormwater management system. At a minimum, the attached checklist items should be inspected annually. Detention ponds (including the outlet control structure and restrictors) should be inspected on a monthly basis during wet weather conditions from March to November.

Maintenance Considerations:

Whenever possible, maintenance activities should be performed during the inspection. These activities should be supplemented by repair / replacement as required. A Registered Professional Engineer (PE) shall be hired for design resolution of specific items as indicated on the checklist below.

Cost Considerations:

Frequent maintenance program work execution will lead to less frequent and less costly long-term maintenance and repair. The attached checklist items may need to be amended based on inspection experience.

Record Keeping:

Separate and distinct records should be maintained by the responsible party for all tasks performed associated with this plan. The records shall include the dates of maintenance visits, who performed the inspection, and a description of the work performed.

Post-Construction Stormwater Management System Inspection Checklist

The following checklist describes the suggested routine inspection items and recommended measures to be taken to ensure that the Stormwater Management System functions as designed. When hiring a PE is the recommended measure, the PE shall inspect, evaluate and recommend corrective actions. The General section outlines items that should be taken into consideration during inspection and maintenance activities. While performing an overall inspection of your system, please check for the following items.

General

- Litter and debris shall be controlled.
- Accumulated sediment shall be disposed of properly, along with any wastes generated during maintenance operations.
- Riprap areas shall be repaired with the addition of new riprap, as necessary, of adequate size and shape.
- Roads and parking lots shall be swept or vacuumed on a periodic basis.
- Access path to storm water management facilities should be free from obstructions (woodpiles, sheds, vegetation).
- Fences, gates and posts shall be maintained.
- Signs shall be maintained.

Dams and berms

- ___ Settlement. If settlement observed, hire a PE.
- ___ Breaks or failures. If failure observed, notify the Village immediately and hire a PE.
- ___ Erosion. Repair as needed.
- ___ Signs of leakage, seepage or wet spots. If observed, hire a PE.
- ___ Unwanted growth or vegetation. Remove as needed.

Shorelines

- ___ Erosion or rip-rap failures. Repair as needed
- ___ Undermining. Stabilize and repair as needed.

Outlet and inlet structure

- ___ Obstructions blocking outlet pipe, restrictor, channel or spillway. Remove obstructions immediately.
- ___ Separation of joints. Repair as needed.
- ___ Cracks, breaks, or deterioration of concrete. Repair as needed
- ___ Scour and erosion at outlet. If observed, repair (consider additional or alternative stabilization methods).
- ___ Condition of trash racks. Remove any collected debris.
- ___ Outlet channel conditions downstream. Stabilize soil or remove obstructions as needed.

Storage Volume

- ___ Facilities shall be inspected to ensure that the constructed volume for detention is maintained. No sediment, topsoil, or other dumping into the facility shall be allowed. If a detention facility includes specific locations designed to accumulate sediment these locations should be dredged every 5-yrs or when 50% of the volume has been lost.
- ___ Wet ponds lose 0.5 - 1.0% of their volume annually. Dredging is required when accumulated volume loss reaches 15%, or approximately every 15-20 years.

Storm Sewers

- ___ System is free draining into collection channels or catch basins. If concerned, clean or repair.
- ___ Catch basins. Remove sediment when more than 50% of basin sump is filled.

___ Siltation in Culvert. Culverts shall be checked for siltation deposit, clean out as necessary.

Bridges

___ Any scouring around wing walls. Stabilize and repair as needed. If concerned, hire a PE.

___ Any undermining of footings. Stabilize and repair as needed. If concerned, hire a PE.

Swales

___ All ditches or pipes connecting ponds in series should be checked for debris that may block flow.

___ Repair and replace permanent check-dams as necessary.

___ Verify systems (both drainage ditches and sideyard swales) are maintaining originally constructed design slope and cross-sectional area. If fill or sediment contributes to elevation changes in swale, re-grading and re-shaping shall be performed. Licensed surveyors shall be hired to lay-out and check grades. No landscaping, earthen fill, gardens, or other obstructions (including sheds and other structures) shall be allowed in the swales that would impede design drainage flow patterns.

Vegetated Areas

___ Need for planting, reseeding or sodding of native areas. Supplement alternative native vegetation if a significant portion has not established (50% of the surface area). Reseed with alternative grass species if original grass cover has not successfully established.

___ Need for planting, reseeding or sodding of turf areas. Supplement alternative native vegetation if a significant portion has not established (75% of the surface area). Reseed with alternative grass species if original grass cover has not successfully established.

___ Invasive vegetation (refer to the Native Plant Guide for Streams and Stormwater Facilities in Northeastern Illinois, or hire an environmental or landscape specialist, or hire an environmental or landscape specialist). Remove as necessary.

Wetland Buffers

___ Inspect for evidence of erosion or concentrated flows through or around the buffer. All eroded areas should be repaired, seeded and mulched. A shallow stone trench should be installed as a level spreader to distribute flows evenly in any area showing concentrated flows.

___ All existing undergrowth, forest floor duff layer, and leaf litter must remain undisturbed except in designated paths or permitted encroachment areas.

___ No tree cutting is allowed except for normal maintenance of dead, diseased and damaged trees or; the culling of invasive, noxious or non-native species that are to be replaced by more desirable and native vegetation.

___ A buffer must maintain a dense, complete and vigorous cover of "non-lawn" vegetation which should not be mowed no more than once a year. Vegetation may include grass and other herbaceous species as well as shrubs and trees.

___ Use or maintenance activities within the buffer shall be conducted so as to prevent damage to vegetation and exposure of soil.



1. SWANCC/Recycling/Household Hazardous Waste event dates, location, and amount collected:

2. Catch basins cleaned*: _____ Amount of material removed : _____

3. Catch basins repaired*: _____

4. Triple basin maintenance: _____ Amount of material removed: _____

5. Detention/Retention basin inspections: _____

6. Quantities of fertilizer/herbicide used: _____

7. New municipal projects >1 acre (name, location, size): _____

8. Vehicle maintenance – Amount of material removed from Village Maintenance Yard:

a. Oil: _____

d. Tires: _____

b. Antifreeze: _____

e. Batteries: _____

c. Other Fluids: _____

9. Ice removal equipment maintenance and calibration:

a. Vehicle Description: _____ Date maintenance performed: _____

b. Vehicle Description: _____ Date maintenance performed: _____

10. Quantities of salt, brine, beet juice and sand used:

a. Salt: _____

c. Beet Juice: _____

b. Brine: _____

d. Sand: _____

11. Employee training: (employee name, date, location and subject matter)

a. _____

b. _____

12. Distribution of paper materials: (title of document, date and number distributed)

a. _____

b. _____

13. Workshops/watershed planning and stakeholder meetings: (date, location, subject matter and who attended)

a. _____

b. _____

14. Illicit discharge complaints (phone, email, walk in, mail):

a. _____

b. _____

15. Linear Feet of Streambank Inspected: _____ Date: _____

*use ID # from outfall inventory

After the Storm

*A Citizen's Guide to
Understanding Stormwater*



The effects of pollution

What is stormwater runoff?



Stormwater runoff occurs when precipitation from rain or snowmelt flows over the ground. Impervious surfaces like driveways, sidewalks, and streets prevent stormwater from naturally soaking into the ground.

Why is stormwater runoff a problem?



Stormwater can pick up debris, chemicals, dirt, and other pollutants and flow into a storm sewer system or directly to a lake, stream, river, wetland, or coastal water. Anything that enters a storm sewer system is discharged untreated into the waterbodies we use for swimming, fishing, and providing drinking water.

Polluted stormwater runoff can have many adverse effects on plants, fish, animals, and people.

- ◆ Sediment can cloud the water and make it difficult or impossible for aquatic plants to grow. Sediment also can destroy aquatic habitats.
- ◆ Excess nutrients can cause algae blooms. When algae die, they sink to the bottom and decompose in a process that removes oxygen from the water. Fish and other aquatic organisms can't exist in water with low dissolved oxygen levels.
- ◆ Bacteria and other pathogens can wash into swimming areas and create health hazards, often making beach closures necessary.
- ◆ Debris—plastic bags, six-pack rings, bottles, and cigarette butts—washed into waterbodies can choke, suffocate, or disable aquatic life like ducks, fish, turtles, and birds.
- ◆ Household hazardous wastes like insecticides, pesticides, paint, solvents, used motor oil, and other auto fluids can poison aquatic life. Land animals and people can become sick or die from eating diseased fish and shellfish or ingesting polluted water.



- ◆ Polluted stormwater often affects drinking water sources. This, in turn, can affect human health and increase drinking water treatment costs.



Stormwater Pollution Solutions

Residential

Recycle or properly dispose of household products that contain chemicals, such as insecticides, pesticides, paint, solvents, and used motor oil and other auto fluids.

Don't pour them onto the ground or into storm drains.

Lawn care

Excess fertilizers and pesticides applied to lawns and gardens wash off and pollute streams. In addition, yard clippings and leaves can wash into storm drains and contribute nutrients and organic matter to streams.



- ◆ Don't overwater your lawn. Consider using a soaker hose instead of a sprinkler.
- ◆ Use pesticides and fertilizers sparingly. When use is necessary, use these chemicals in the recommended amounts. Use organic mulch or safer pest control methods whenever possible.
- ◆ Compost or mulch yard waste. Don't leave it in the street or sweep it into storm drains or streams.
- ◆ Cover piles of dirt or mulch being used in landscaping projects.

Septic systems

Leaking and poorly maintained septic systems release nutrients and pathogens (bacteria and viruses) that can be picked up by stormwater and discharged into nearby waterbodies. Pathogens can cause public health problems and environmental concerns.



- ◆ Inspect your system every 3 years and pump your tank as necessary (every 3 to 5 years).
- ◆ Don't dispose of household hazardous waste in sinks or toilets.

Auto care

Washing your car and degreasing auto parts at home can send detergents and other contaminants through the storm sewer system. Dumping automotive fluids into storm drains has the same result as dumping the materials directly into a waterbody.



- ◆ Use a commercial car wash that treats or recycles its wastewater, or wash your car on your yard so the water infiltrates into the ground.
- ◆ Repair leaks and dispose of used auto fluids and batteries at designated drop-off or recycling locations.

Pet waste

Pet waste can be a major source of bacteria and excess nutrients in local waters.



- ◆ When walking your pet, remember to pick up the waste and dispose of it properly. Flushing pet waste is the best disposal method. Leaving pet waste on the ground increases public health risks by allowing harmful bacteria and nutrients to wash into the storm drain and eventually into local waterbodies.



Education is essential to changing people's behavior. Signs and markers near storm drains warn residents that pollutants entering the drains will be carried untreated into a local waterbody.

Residential landscaping

Permeable Pavement—Traditional concrete and asphalt don't allow water to soak into the ground. Instead these surfaces rely on storm drains to divert unwanted water. Permeable pavement systems allow rain and snowmelt to soak through, decreasing stormwater runoff.

Rain Barrels—You can collect rainwater from rooftops in mosquito-proof containers. The water can be used later on lawn or garden areas.



Rain Gardens and Grassy Swales—Specially designed areas planted with native plants can provide natural places for



rainwater to collect and soak into the ground. Rain from rooftop areas or paved areas can be diverted into these areas rather than into storm drains.

Vegetated Filter Strips—Filter strips are areas of native grass or plants created along roadways or streams. They trap the pollutants stormwater picks up as it flows across driveways and streets.



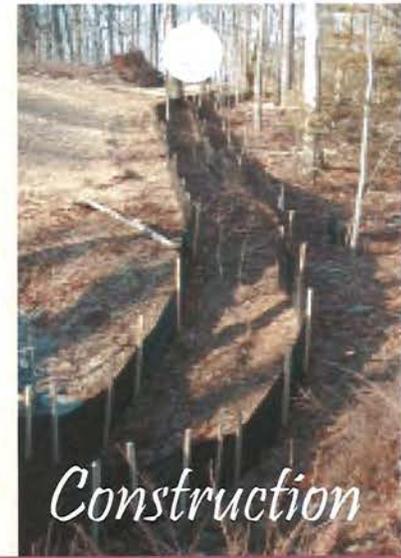
Commercial

Dirt, oil, and debris that collect in parking lots and paved areas can be washed into the storm sewer system and eventually enter local waterbodies.

- ◆ Sweep up litter and debris from sidewalks, driveways and parking lots, especially around storm drains.
- ◆ Cover grease storage and dumpsters and keep them clean to avoid leaks.
- ◆ Report any chemical spill to the local hazardous waste cleanup team. They'll know the best way to keep spills from harming the environment.

Erosion controls that aren't maintained can cause excessive amounts of sediment and debris to be carried into the stormwater system. Construction vehicles can leak fuel, oil, and other harmful fluids that can be picked up by stormwater and deposited into local waterbodies.

- ◆ Divert stormwater away from disturbed or exposed areas of the construction site.
- ◆ Install silt fences, vehicle mud removal areas, vegetative cover, and other sediment and erosion controls and properly maintain them, especially after rainstorms.
- ◆ Prevent soil erosion by minimizing disturbed areas during construction projects, and seed and mulch bare areas as soon as possible.



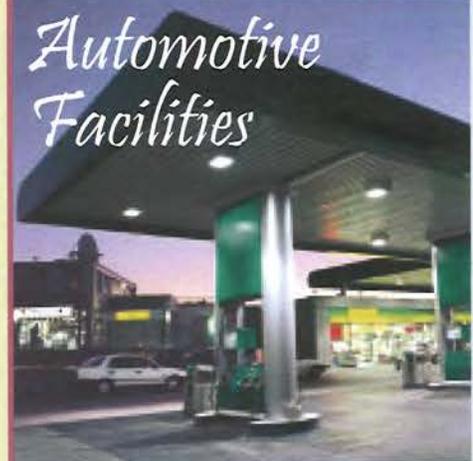
Construction



Agriculture

Lack of vegetation on streambanks can lead to erosion. Overgrazed pastures can also contribute excessive amounts of sediment to local waterbodies. Excess fertilizers and pesticides can poison aquatic animals and lead to destructive algae blooms. Livestock in streams can contaminate waterways with bacteria, making them unsafe for human contact.

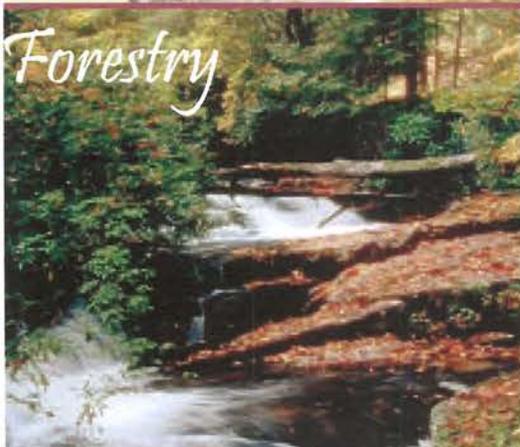
- ◆ Keep livestock away from streambanks and provide them a water source away from waterbodies.
- ◆ Store and apply manure away from waterbodies and in accordance with a nutrient management plan.
- ◆ Vegetate riparian areas along waterways.
- ◆ Rotate animal grazing to prevent soil erosion in fields.
- ◆ Apply fertilizers and pesticides according to label instructions to save money and minimize pollution.



Automotive Facilities

Uncovered fueling stations allow spills to be washed into storm drains. Cars waiting to be repaired can leak fuel, oil, and other harmful fluids that can be picked up by stormwater.

- ◆ Clean up spills immediately and properly dispose of cleanup materials.
- ◆ Provide cover over fueling stations and design or retrofit facilities for spill containment.
- ◆ Properly maintain fleet vehicles to prevent oil, gas, and other discharges from being washed into local waterbodies.
- ◆ Install and maintain oil/water separators.



Forestry

Improperly managed logging operations can result in erosion and sedimentation.

- ◆ Conduct preharvest planning to prevent erosion and lower costs.
- ◆ Use logging methods and equipment that minimize soil disturbance.
- ◆ Plan and design skid trails, yard areas, and truck access roads to minimize stream crossings and avoid disturbing the forest floor.
- ◆ Construct stream crossings so that they minimize erosion and physical changes to streams.
- ◆ Expedite revegetation of cleared areas.



For more information contact:

or visit

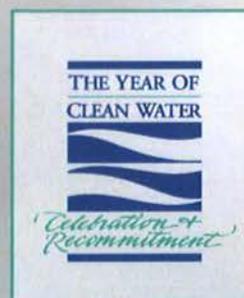
www.epa.gov/npdes/stormwater

www.epa.gov/nps



EPA 833-B-03-002

January 2003





Cleaning Up Stormwater Runoff

A SERIES OF WATER QUALITY FACT SHEETS ABOUT STORMWATER RUNOFF

What is stormwater runoff? It is the rain and melting snow that flows off streets, rooftops, lawns, and farmland. The flowing water carries salt, sand, soil, pesticides, fertilizers, leaves and grass clippings, oil, litter, and many other pollutants into nearby waterways. Since these pollutants are washed off a wide area and cannot be traced to a single source, they are called nonpoint source or runoff pollutants.

Storm Sewers – Rivers Beneath Our Feet

In developed areas, much of the land surface is covered by buildings and pavement which do not allow water to soak into the ground. Instead, storm sewers are used to carry the large amounts of runoff from these roofs and paved areas to nearby waterways.

Storm sewers are simply pipes laid underground, often below streets. Inlets or drains located along curbs and in parking areas collect the runoff, which then flows to nearby streams or lakes. A common misconception is that water running off streets goes into a sewage treatment plant. It does not. In fact, stormwater usually receives no treatment. Water that runs off lawns, streets, and parking lots flows directly into lakes and streams.

Stormwater is Not Clean Water

Stormwater runoff carries pollutants that seriously harm our waters:

Sediment. Soil particles washed off construction sites or farm fields into a lake or stream make the water cloudy or turbid. When sediment settles out of the water, it gradually fills in the stream or lake bed.

Phosphorus. This nutrient, often attached to soil particles, fuels the growth of algae and aquatic weeds. These plants are important in providing habitat for fish and wildlife. However, rapid and excessive growth of algae and aquatic plants can degrade water quality and interfere with swimming, boating and fishing.

Micro-organisms. Bacteria, viruses and other disease causing organisms make waterways unsafe for swimming, wading and other types of recreation. Some of these organisms, notably Cryptosporidium, are difficult to remove through water treatment and may endanger people who depend on drinking water supplies drawn from lakes or streams.

Toxic chemicals. Motor oil, lead from gas and auto exhaust, zinc from roof drains and tires, and pesticides in stormwater runoff may kill aquatic organisms or impair their health, growth or ability to reproduce.



Did you know that oil dumped into the storm sewer pollutes our water?

The Goals of Urban Stormwater Programs are to:

Slow down water, decreasing its ability to cause erosion and carry pollutants.

- Reduce the amount of runoff by encouraging water to soak into ground.
- Prevent pollution by reducing the use of toxic chemicals, controlling erosion and by covering outdoor storage piles.
- Remove pollutants by routing runoff through settling ponds, grass filter strips or other treatment devices.

Federally mandated stormwater permits require many industries and cities to control stormwater runoff. Even communities without stormwater permits require erosion controls on construction sites and better stormwater management in new development.

Federal laws also require all farmers who participate in federal programs to develop farm conservation plans that help control cropland erosion, barnyard runoff and other sources of water pollution.

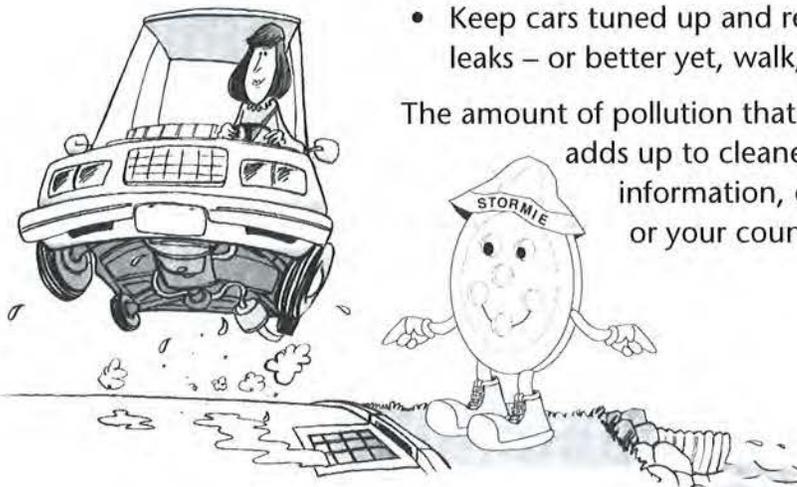
We Can All Help!

Each of us contributes to stormwater pollution and each of us can help stop it. Here are some ways you can help:

- Keep pesticides, oil, leaves and other pollutants off streets and out of storm drains.
- Divert roof water to lawns or gardens where it can safely soak in.
- Clean up pet waste – bury it or flush in down the toilet.
- Keep cars tuned up and repair leaks – or better yet, walk, bike or take the bus.



The amount of pollution that you stop may seem small, but together it all adds up to cleaner water for everyone to enjoy. For more information, contact the Department of Natural Resources or your county Extension or Land Conservation office.



This publication is available from county UW-Extension offices, Cooperative Extension Publications – 1-877-947-7827, and from DNR Service Centers.

A publication of the University of Wisconsin–Extension in cooperation with the Wisconsin Department of Natural Resources.

Author: Carolyn Johnson, UW–Extension.

©2008 by the Board of Regents of the University of Wisconsin System. Send inquiries about copyright permission to: Director, Cooperative Extension Publications, 201 Hiram Smith Hall, 1545 Observatory Dr., Madison, WI 53706. University of Wisconsin-Extension is an EEO/Affirmative Action employer and provides equal opportunities in employment and programming, including Title IX and ADA requirements.

Editing and design by the Environmental Resources Center, University of Wisconsin–Extension.



Environmental Guidelines for Draining Your Swimming Pool

Your swimming pool is filled with chlorinated water. Chlorinated water discharged directly to surface waters (wetlands, lakes, streams, and rivers), roadways or storm sewers has an



adverse impact on local water quality. High concentrations of chlorine, as are present in swimming pools, are toxic to wildlife and fish. Appropriate preparations should be made prior to draining down a pool during pool winterizing. It is recommended that one of the following measures be used:

➔ De-chlorinate the water in the pool prior to draining. This can be done through mechanical or chemical means. These types of products are readily available at local stores.

Or,

➔ Drain the pool over a period of several days across your lawn using the following additional guidelines:

1) Allow pool water to sit at least 2 days while receiving a reasonable amount of sunlight, and without further addition of chlorine or bromine. It is recommended that the chlorine level be tested after 2 days to ensure that safe levels are met (below 0.1 mg/l).

2) Pool discharge should be directed across your lawn, not down your driveway or into nearby storm sewer inlets. Our storm sewer system leads directly to wetlands, streams, lakes or rivers.



These recommendations are based on guidance from the Illinois Environmental Protection Agency. Visit www.epa.state.il.us/water for additional information.

You may also contact the Mount Prospect Public Works Department at (847) 870-5640.

Thank you.

Please do your part to help promote cleaner wetlands, streams, lakes and rivers.



What Is Phase II of the NPDES Storm Water Management Program?

Information presented in this publication is intended to provide a general understanding of the requirements of Phase II of the National Pollutant Discharge Elimination System (NPDES) storm water program. This information is not intended to replace, limit or expand upon the complete statutory and regulatory requirements found in the Illinois Environmental Protection Act and Title 35 of the Illinois Administrative Code.

? What is Phase II and Who is Affected?

Storm water runoff has been a source of great concern for many years. It can pollute lakes and streams. As a result, the 1987 amendments to the Clean Water Act required the United States Environmental Protection Agency (U.S. EPA) to address storm water runoff in two phases. Phase I of the NPDES Storm Water Program began in 1990 and applied to large and medium municipal separate storm sewer systems (MS4) and 11 industrial categories including construction sites disturbing five acres of land or more. Phase II of the NPDES Storm Water Program will begin in March 2003 and applies to additional MS4s and construction sites disturbing equal to or greater than one but less than five acres of land. Phase II also expands the industrial "no exposure" exemption covered under Phase I. Illinois Environmental Protection Agency (Illinois EPA) is in charge of implementing both phases of the NPDES Storm Water Program.

Although this fact sheet will focus on the Phase II regulatory requirements for industry and construction, the following is provided for MS4s: Operators of MS4s covered by Phase I and II must obtain an NPDES permit for their storm water discharges. Once they receive their discharge permit, they must fully implement all storm water runoff control practices identified in the permit. Operators of MS4s should contact the Illinois EPA Bureau of Water Permit Section at 217-782-0610 for additional information regarding how Phase II of the storm water program may affect them.

"Storm water runoff" is rain water or melted snow that runs off the land and enters lakes, rivers, streams and ponds. As it moves across the land, it picks up and carries pollutants such as pesticides, metals and oil and dumps these pollutants into the water. It can also cause increased erosion that results in more soil being carried into surface water. Both of these situations can degrade water quality.



? How Do the Phase II Rules Affect Industry?

Phase I of the storm water program required 11 industrial categories to obtain an NPDES permit for their storm water discharges. Phase II does not add any new industrial categories to the program.

Phase I also included a "no exposure" exemption limited to certain "light industry" facilities. Phase II expands the "no exposure" exclusion to include all industrial facilities covered under Phase I except construction activities. If industrial materials or activities are not exposed to storm water, an exemption can be requested under this exclusion. Illinois EPA notifies exemption applicants if the exemption is approved or if the request is denied or additional information is required. The condition of no exposure must be maintained by keeping all industrial materials or activities protected at all times. If "no exposure" conditions are not maintained, the operator must immediately apply for an NPDES storm water permit. For a list of the Phase I "light industry" facilities, contact the Office of Small Business.

Under the Phase II "no exposure" exclusion, a written certification must be submitted every five years to verify that a condition of no exposure exists. All industrial facilities covered under Phase I of the storm water program must either apply for an NPDES permit or complete a "no exposure" certification form every five years in order to comply with storm water requirements. The Illinois EPA fact sheet entitled "Storm Water — Keep it Clean!" presents additional information.

"No exposure" means all industrial materials and activities are protected by a storm-resistant shelter to prevent exposure to rain, snow, snowmelt and runoff. Industrial materials or activities include, but are not limited to, material handling equipment and activities, industrial machinery, raw materials, intermediate products, by-products, final products and waste products.

The "no exposure" certification form may be obtained from the Illinois EPA website, the Office of Small Business or the Bureau of Water Permit Section.

? How Do The Phase II Rules Affect Construction Sites?

Phase II of the storm water program automatically applies to all construction activities disturbing one or more acre to less than five acres of land. These sites must receive an NPDES

permit before any earthmoving activities begin. Illinois EPA may require construction sites disturbing less than one acre of land to obtain a storm water discharge permit if such activities would adversely affect water quality.

Construction activities include, but are not limited to, road building, construction of residential houses and office buildings, industrial sites and demolition.

Activities that "disturb the land" or "cause land disturbance" include grading, clearing, excavation and other earth-moving processes.

Two waivers may be available for small construction sites, both of which are quite technical. Applications for a waiver can be submitted to the Illinois EPA. Illinois EPA will determine if and when waivers apply to construction activities. For more information on waivers for small construction sites, contact Illinois EPA Bureau of Water Permit Section at 217-782-0610.

In order to comply with Phase II of the storm water program, follow the steps below:

1. Determine which parties are considered "operators" responsible for complying with the Phase II requirements.

An "operator" of a construction site, such as the developer, is one who maintains overall operational control over construction plans and specifications, including the ability to change these plans and specifications. An operator can also be one who maintains day-to-day operational control over activities that will ensure compliance with the storm water pollution prevention plan, such as the general contractor or subcontractor.

2. Complete and submit a Notice of Intent (NOI) to the Illinois EPA Division of Water Pollution Control Permit Section before construction activities that will cause land disturbance begin.
3. Develop a storm water pollution prevention plan (SWPPP) prior to the start of construction. The SWPPP does not need to be submitted to Illinois EPA, but must be kept on the construction site and accessible to everyone during construction activities.
4. Implement the SWPPP, including completion of inspection reports that must be kept on site.
5. Complete final stabilization of the site.
6. Complete and submit a Notice of Termination (NOT) to Illinois EPA when any of the following occurs:
 - After the land disturbing activities are complete and the site has been finally stabilized, the operator should terminate his coverage under the permit by completing a NOT form and submitting it to the Illinois EPA. The United States Environmental Protection Agency considers that a site has been finally stabilized when all land disturbing activities are complete and a uniform perennial vegetative cover with a density of 70 percent of the cover for unpaved areas and areas not covered by permanent structures has been established or equivalent permanent stabilization measures have been used.
 - The permittee is no longer an operator of the site.

- For residential construction only, after temporary stabilization has been completed and the homeowner has been informed that he or she must complete final stabilization upon assuming control of the site.

An SWPPP Must Include the Following:

- Site description identifying potential sources of pollution that may affect the quality of storm water discharges
- Appropriate best management practices (BMP), including erosion, sediment, and storm water management controls to minimize the discharge of pollutants from the site
- Description of steps taken to prevent and control pollutants in storm water discharge from the site, including inspection of all disturbed, unstabilized areas and maintenance of all controls to ensure their effective operation.

For more information on how to comply with the storm water program, see Illinois EPA's fact sheet "Storm Water Management for Construction Activities." More information about NPDES storm water permits and assistance on filling out NOIs can be obtained by contacting the Illinois EPA Office of Small Business.



? When Do I Need To Comply?

Operators of small construction sites must comply with permit requirements within 90 days after Illinois EPA has issued the permit (no later than March 10, 2003) or prior to beginning any construction activities that involve land disturbance.

Helpful Hint: Most of the forms that you will need to complete to fulfill the Phase II storm water requirements are on Illinois EPA's website at www.epa.state.il.us/water/forms.html#permits-wastewater.

All regulated industrial facilities must apply for either an NPDES storm water discharge permit or a waiver under the "no exposure" exclusion 180 days prior to a new discharge. Operators of industrial facilities seeking an exemption under the "no exposure" exclusion must submit a written certification to Illinois EPA every five years. NPDES storm water discharge permits are automatically renewed every five years.

? Where Do I Go For More Information?

For additional information on storm water or other environmental requirements, please call the Office of Small Business at 1-888-EPA-1996. All calls are considered confidential, and the caller can remain anonymous. You can also visit the Illinois EPA website at www.epa.state.il.us. All fact sheets mentioned in this document are available through the Illinois EPA website.

Printed by Authority
of the State of Illinois
Jun. - 2002 32420 2.000

Stormwater Pollution Found in Your Area!

This is to inform you that our staff found pollutants in the storm sewer system in your area. This storm sewer system leads directly to local rivers and lakes.

Stormwater runoff is precipitation from rain or snowmelt that flows over the ground. As it flows, it can pick up debris, chemicals, dirt, and other pollutants and deposit them into a storm sewer system or waterbody.

Anything that enters a storm sewer system is discharged *untreated* into the waterbodies we use for swimming, fishing, and providing drinking water.

Typical household products that pollute stormwater include:

- Motor oil
- Oil filters
- Antifreeze/transmission fluid
- Paint
- Detergent
- Pet waste
- Yard waste
- Trash
- Pesticides and fertilizers
- Cooking grease
- Excessive dirt and gravel



To keep the stormwater leaving your home or work place clean, follow these simple guidelines.

- Use pesticides and fertilizers sparingly.
- Repair auto leaks
- Dispose of household hazardous waste, used auto fluids (antifreeze, oil, etc.) and batteries at designated collection of recycling locations.
- Clean up after your pet.
- Use a commercial car wash or wash your car on a lawn or other unpaved surface.
- Sweep up yard debris rather than hosing down areas. Compost or recycle yard waste whenever possible.
- Clean paint brushes in a sink, not outdoors. Properly dispose of excess paints through a household hazardous waste collection program.
- Sweep up and properly disposed of construction debris like concrete and mortar



For more information or to report illegal discharge of pollutants, please contact:

Mount Prospect Public Works
(847) 870-5640



www.epa.gov/npdes/stormwater

EPA 833-F-03-002

April 2003

Anything that enters a storm drain goes directly to a local river or lake.

It does not go to a waste water treatment facility.

Do you know you live on waterfront property? You do if there is a storm drain nearby! Storm drains carry runoff water directly to rivers and lakes. Whatever washes off your yard and street runs directly into these waters. That includes lawn fertilizer, grass clippings, pet waste, and tree leaves and seeds—all sources of phosphorus, the plant nutrient that turns rivers and lakes green with algae.

Keep your runoff clean.
Keep our lakes and rivers clean!

REMOVE LEAVES FROM THE STREET

- Rake leaves, seeds and grass clippings out of the street and gutter.
- Compost on site, or bag for collection or community compost program.



PREVENT EROSION

- Phosphorus attaches to soil. Keep soil from washing into the street.

FERTILIZE THE LAWN, NOT THE LAKES AND RIVERS

- Choose a zero-phosphorus fertilizer. The majority of Twin Cities' lawns are naturally high in phosphorus and will remain healthy without adding more.
- If you think your lawn needs phosphorus, test your soil first. For more information call INFO-U at 612-624-2200, message 468.



- Sweep spilled fertilizer off of paved surfaces.
- Remember, compost and manure contain phosphorus too.

CLEAN UP AFTER PETS

- Scoop the poop. Pet waste contains phosphorus as well as harmful bacteria
- Don't feed the geese



KEEP THE PAVEMENT CLEAN

Sweep up grass clippings and fertilizer from driveways, sidewalks, and streets.



Stormwater and the Construction Industry

Protect Natural Features



- Minimize clearing
- Minimize the amount of exposed soil
- Identify and protect areas where existing vegetation, such as trees, will not be disturbed by construction activity
- Protect streams, stream buffers, wild woodlands, wetlands, or other sensitive areas from any disturbance or construction activity by fencing or otherwise clearly marking these areas

Good

Silt Fencing



Good

- Inspect and maintain silt fences after each rainstorm.
- Make sure the bottom of the silt fence is buried in the ground.
- Securely attach the material to the stakes.
- Don't place silt fences in the middle of a waterway or use them as a check dam.
- Make sure stormwater is not flowing around the silt fence.

Construction Phasing



Good

- Sequence construction activities so that the soil is not exposed for long periods of time.
- Schedule or limit grading to small areas.
- Install key sediment control practices before site grading begins.
- Schedule site stabilization activities, such as landscaping, to be completed immediately after the land has been graded to its final contour.

Vegetative Buffers



Good

- Protect and install vegetative buffers along waterbodies to slow and filter stormwater runoff.
- Maintain buffers by mowing or replacing periodically to ensure their effectiveness.

Site Stabilization



Good

- Vegetate, mulch, or otherwise stabilize all exposed areas as soon as land alterations have been completed.

Maintain your BMPs!

www.epa.gov/npdes/menueofbmps

Construction Entrances



Good

- Remove mud and dirt from the tires of construction vehicles before they enter a paved roadway.
- Properly site entrance BMPs for all anticipated vehicles.
- Make sure that the construction entrance does not become buried in soil.

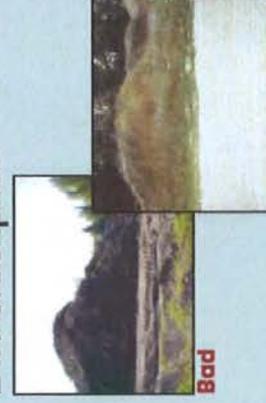
Slopes



Good

- Enough grade or terrace steps.
- Break up long slopes with sediment barriers, or under drains, or divert stormwater away from slopes.

Dirt Stockpiles



Good

- Cover or seed all dirt stockpiles.

Storm Drain Inlet Protection



Good

- Use rock or other appropriate material to cover the storm drain inlet to filter out trash and debris.
- Make sure the rock size is appropriate (usually 1 to 2 inches in diameter).
- If you use inlet filters, maintain them regularly.

Mount Prospect has developed a variety of regulations to help preserve our community. Well maintained homes help to protect property values, promote safety, and create an attractive living environment. The information contained in this guide provides a general outline of the Village's various property maintenance regulations. For more detailed information please refer to the Village Code. If you have any questions, please call Environmental Health & Housing at (847) 870-5668.



1. Accessory Structures

- a) Garages, sheds, fences, decks, gazebos, and fences shall be structurally sound, be free of holes, rotting material, and where necessary painted for protection from the elements.
- b) Swimming pools shall be maintained clean and sanitary.

2. Address Numbers

Property addresses must be indicated with numerals not less than 4 inches high in a location clearly visible from the street.



3. Animals

- a) Animals are not permitted to run stray.
- b) Dogs must be leashed or enclosed by an adequate fence.
- c) Animals must not disturb the peace.
- d) When walking your dog you must carry a device at all times to remove defecation.
- e) You must remove and properly dispose of your dog's defecation.
- f) Your property must be kept clean of animal waste and sanitary.
- g) No more than a total of three dogs or cats are permitted.
- h) Dogs and cats must wear collars with current proof of rabies vaccination tag.



4. Building Surfaces

Siding, roofs, gutters, windows and doors shall be free of holes, rotting material, and where necessary painted for protection from the elements.



5. Commercial Vehicles

- a) No more than one commercial vehicle may be parked at a residence.
- b) The signage on a commercial vehicle is limited to the front door panel.
- c) Commercial vehicles must be parked behind the front of the house or as close to the garage as possible.
- d) Commercial vehicles must not be taller or wider than 7', or longer than 19' 6".
- e) Commercial vehicle storage rack cannot exceed 18" in height and the total height of the vehicle, rack, and storage cannot exceed 8'.
- f) Storage in pick-up beds must be below the height of the bed.
- g) No trailers may be attached to the commercial vehicle.
- h) All commercial trailers must be parked in an enclosed garage.

6. Grading and Drainage

- a) Standing or stagnant water is prohibited.
- b) The filling of drainage swales is prohibited.



7. Home Occupation

- a) No person shall be employed other than a member of the immediate family residing in the dwelling unit.
- b) Business traffic and delivery shall not disrupt the neighborhood.
- c) Business storage is limited to 100 cubic feet inside the dwelling.
- d) Outside storage is not permitted.



8. Sanitation

- a) Exterior areas must be maintained free of garbage and rubbish.
- b) Outdoor storage is limited to lawn and garden equipment, garbage cans, grills and portable fireplaces, patio furniture, household tools, children's play equipment, and other similar items.
- c) Compost piles may not exceed a size of 4' tall by 4' wide by 4' long, must be located at least 5' from the property line, and may not be in any front or side yards.
- d) Compost piles must be regularly tended to ensure the materials are properly decomposing and have no obnoxious odors.
- e) Garbage and recycling must be stored in wheeled carts and kept covered.

8. Sanitation (continued)

- f) Yard waste for pick-up must be stored in a provided Waste Hauler wheeled cart, yard waste bag, or container with sticker.
- g) Garbage and yard material containers must be set out after 4:30 P.M. on the day before the scheduled collection.
- h) After collection, the containers and improperly prepared or unaccepted waste must be removed from the curb.
- i) Garbage, recycling, and yard material containers must be stored in the garage or behind the front of the house. If these containers are stored on the street side of a corner lot, the containers must be screened by a fence or dense evergreen hedge.



9. Signs

- a) Garage/yard sale signs may be posted for no more than three days and removed after the sale.
- b) Real Estate and Sale signs shall not exceed 10 square feet in area.
- c) Signs prohibiting entry are limited to one per frontage and no more than 4 signs. The total sign area may not exceed 6 square feet.
- d) Signs shall not be posted in the Village right of way.
- e) Holiday signs or decorations may not be displayed more than 60 days.

10. Vegetation

- a) Grass and weeds must be maintained below 8 inches in height.
- b) Privately owned bushes and trees must not obstruct the public sidewalk.
- c) Dead trees must be removed.
- d) Activities injurious to parkway trees are prohibited.



11. Vehicles

- a) All vehicles, including recreational campers, boats and trailers, must be parked on the driveway or in the garage.
- b) All vehicles must be licensed and have a current Village sticker.
- c) Parking over sidewalks is prohibited.
- d) Inoperable vehicles and cars under repair or overhaul must be in a garage.

12. Walkways and Driveways

- a) Driveways must be free of potholes, large cracks, loose gravel, and trip hazards.
- b) Sidewalks and patios must be maintained and not pose a hazard.
- c) Gravel driveways/pads installed without a permit are prohibited.
- d) Existing gravel driveways must be replaced by 2015.

Additional Resources:

For additional information regarding refuse, grading, and parkway trees contact the Public Works Department at (847) 870-5640.

For additional information regarding home occupation, signs, and commercial vehicles contact the Environmental Health & Housing Department at (847) 870-5668.

Please visit the Village's Web site at www.mountprospect.org



Village of Mount Prospect
Community Development Department
Environmental Health & Housing
50 South Emerson
Mount Prospect, IL 60056

Phone: 847-870-5668
Fax: 847-818-5329
www.mountprospect.org

H:\CD Brochures\Environmental Health\PM brochure2007.doc

Last printed 11/27/2007 2:50:00 PM

Village of Mount Prospect

Property Maintenance Guide

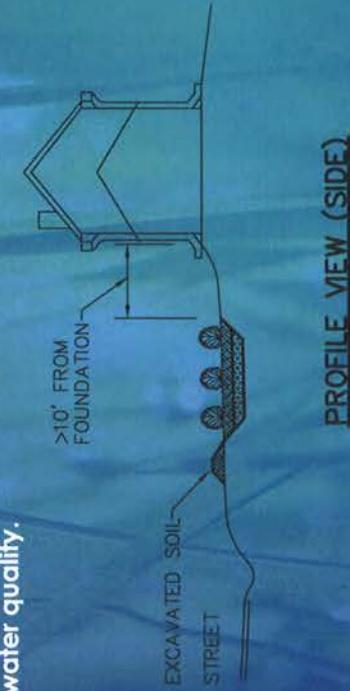


RAIN GARDENS



What is a Rain Garden?

A Rain Garden is an attractive, environmentally friendly way for individual homeowners to manage and reduce water runoff and improve water quality.

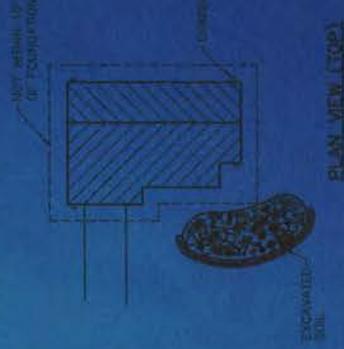


Rain Garden Basics

- Construct at least 10 feet from your house, between the downspout and a naturally low spot in your yard.
- Excavate soil and replace with stone and a sand/soil mix to promote infiltration.
- Plant in the spring before June 15; however, the excavation work may be completed at any time of the year.
- Typically, a residential rain garden ranges from 100 to 300 square feet.
- Don't worry about mosquitoes, properly sited and constructed rain gardens won't hold water long enough for them to reproduce.

Rain Gardens...

- Absorb and filter water, typically from a roof downspout or sump pump.
- Are planted with native wetland and prairie wildflowers and grasses, which are hardy, low maintenance and aesthetically pleasing.
- Provide food and shelter for a variety of birds, butterflies, and dragonflies (which eat mosquitoes).



PROUDLY SUPPORTED BY

GHA GEWALT HAMILTON
ASSOCIATES, INC.
www.gha-engineers.com

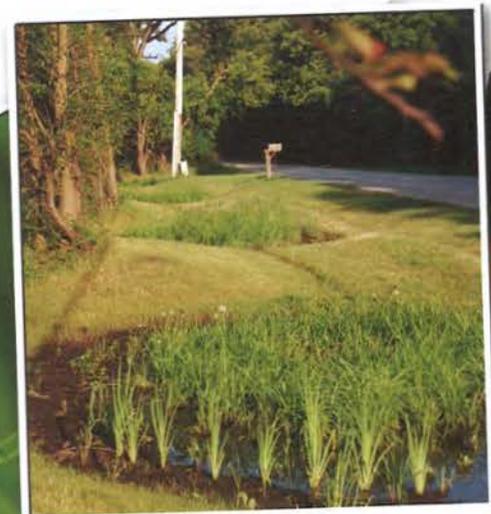
RAIN GARDEN EXAMPLES...



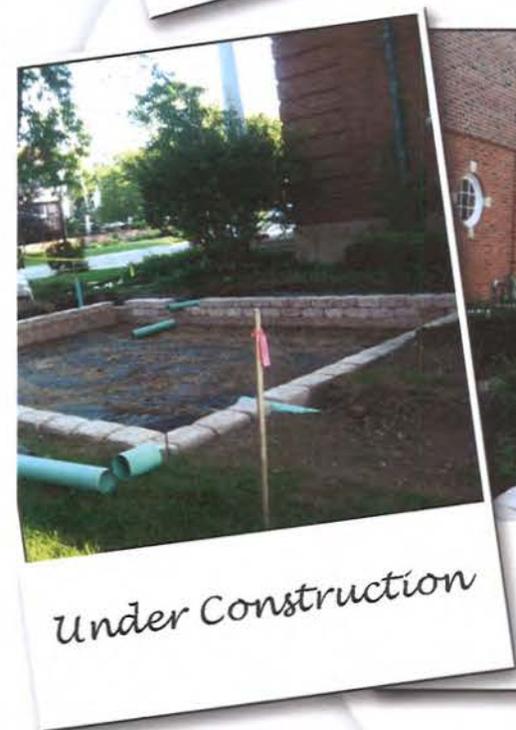
Under Construction



*Down Spout Directed
Toward Garden*



Road Side Garden



Under Construction



*Completed
Rain Garden*

PROUDLY SUPPORTED BY

GHA GEWALT HAMILTON
ASSOCIATES, INC.

www.gha-engineers.com

For more information please contact:
Marcy R. Knysz, AICP
847.478.9700



Village of
Mount Prospect

Solid Waste Services



Residential Guide to:

- Curbside Refuse Collection
- Curbside Recycling Collection
- Yard Waste Collection
- Multi-family Collection

TABLE C. CONTENTS

Introduction 1

Curbside Collection Schedule 2

Single-Family Collection (Curbside Collection)

 Basic Residential Services 3

 Refuse/Garbage 3

 Recycling 3

 Brush 6

 Bulk Items 6

 Construction Debris/Large Limbs 7

 Christmas Tree Collection 7

 Move-in Collection 7

 Leaf Collection 8

 Leaf Collection Schedule 9

 General Guidelines 10

Set Out and Removal Times, Holiday Schedule, Cart "Do's and Don'ts"

 Yard Waste Collection 12

 Special Services 14

 Back Door Service, White Good Collection (appliances)

Multi-family Collection (Centralized Collection)

 General Guidelines 15

Refuse, Bulk Items, Appliances, Construction Debris, Christmas Trees, Recycling, Yard Material

 Household Hazardous Waste 17

 Car Batteries, Tires, Motor Oil 17

 Fly Dumping 17

INTRODUCTION

The Village of Mount Prospect has a comprehensive Solid Waste Management program that promotes waste reduction and resource recovery. The Village's residential solid waste services are paid through property taxes, an annual direct charge and user fees.



The Village's exclusive residential solid waste contract provides services to both single-family residences (curbside collection) and multi-family (centralized refuse containers). The Public Works Department administers the Solid Waste Contract and serves as the liaison between the resident and the refuse hauler.

ARC Disposal has been the exclusive residential hauler for the Village since August of 1991. The new contract with ARC is effective January 1, 2006 through December 31, 2015.

Please keep this brochure for future reference, as knowing this information will help you have trouble free service.



ARC Disposal & Recycling Company, Inc.

2101 South Busse Road
 Mount Prospect, Illinois 60056
 Phone (847) 981-0091

Hours: Monday - Friday, 8:00AM to 5:00PM

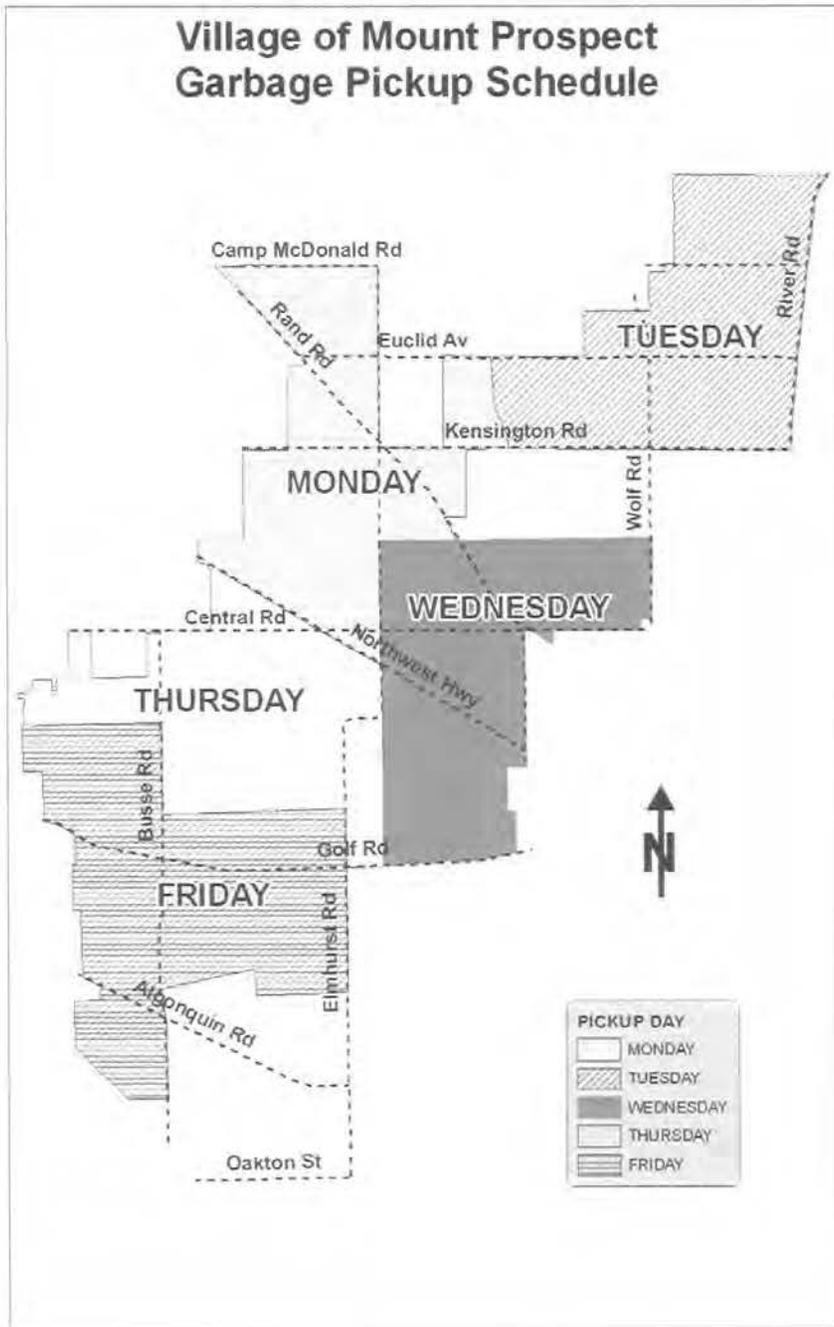


Public Works Department

1700 West Central Road
 Mount Prospect, Illinois 60056
 Phone (847) 870-5640 TDD (847) 392-1235
 Village's Web Site: www.mountprospect.org
 Public Works Email:
publicworksdept@mountprospect.org

Hours: Monday - Friday, 8:00AM to 4:30PM

CURBSIDE COLLECTION SCHEDULE



SINGLE-FAMILY COLLECTION

Basic Residential Services

The following is a list of the basic residential services provided as part of the Village's contract with ARC Disposal.

- Refuse/Garbage: One 35, 65 or 95 gallon green wheeled cart (provided by Village)
- Recycling: One 35 or 65 gallon blue wheeled cart (provided by Village)
- Brush Bundles: Unlimited Collection
- Bulk Items: Unlimited Collection
- Christmas Tree Collection
- Move-in Debris Collection
- Leaf Collection: Curbside Collection of Loose Leaves and Extended Collection of Bagged Leaves



Refuse/Garbage

One 35, 65 or 95 gallon GREEN wheeled cart for refuse service (provided by the Village). The wheeled carts are the property of the Village and are to be left at the residence when an owner vacates.

For refuse only - all trash must be placed in the cart. Any trash outside of the cart that is not on the approved bulk item list (see page 6) will not be collected. Please call Public Works at (847-870-5640) for a special pick-up (charges may apply).

If your current refuse cart is not meeting your needs please contact Public Works to discuss options available to you.

Recycling

One 35 or 65 gallon BLUE wheeled cart for refuse service (provided by the Village) The wheeled carts are the property of the Village and are to be left at the residence when an owner vacates.

Recycling does not need to be separated. All approved recyclables can be placed in the provided recycling cart.

SINGLE-FAMILY COLLECTION (Curbside Collection)

Recycling (continued)

The Village of Mount Prospect encourages residents to reduce, reuse and recycle.

While the Village provides an extensive recycling program, residents should be aware that purchasing habits can reduce the amount of waste generated.

The following is a list of recyclables accepted. The most current recyclable list can be found on the Village's website www.mountprospect.org.

<p>Newspaper</p> 	<p>Includes flyers, comics, inserts, etc.</p> <p>Please place newspapers loosely in the blue wheeled cart. Please do not bundle newspaper.</p>
<p>Mixed Paper</p> 	<p>Includes junk mail, magazines, envelopes, flyers, school papers, cereal/cracker boxes, copy paper, computer paper, shredded paper, catalogs, frozen food boxes, paper grocery bags, paperboard beverage cartons, telephone books.</p> <p>Please place mixed paper in the blue wheeled cart.</p> <p>The following items are not acceptable: inserts from cereal boxes, waterproof paper bags, plastic wrap, water softener salt bags, pet food bags, mixed paper soiled with food.</p>
<p>Corrugated Cardboard</p> 	<p>Please place cardboard in the blue wheeled cart. Cardboard should be prepared in a manner that allows the cart lid to close.</p> <p>Cardboard that has been soiled with food is not acceptable.</p>

SINGLE-FAMILY COLLECTION (Curbside Collection)

Recycling (continued)

Mixed Recyclables



The following items are included as mixed recyclables: Glass bottles and jars (clear, green or brown), steel/tin/bi-metal cans (including empty aerosol cans), aluminum cans, aluminum foil/pie tins (free of food), plastic containers identified by the following codes (check container):



Also included are wax/polycoated "gable topped" beverage containers (milk cartons, juice boxes, juice cartons) and six/twelve pack rings.

Rinse all items. Flatten all milk, water jugs and plastic beverage containers. Place all mixed recyclables in blue wheeled cart.

No plastic bags will be accepted. Plastic bags are often returnable to the stores where purchase was made. Please check with individual store for their return policy.

Remember, even though an item may have the recycling symbol or be identified as recyclable, if it is not on the list of acceptable materials collected in Mount Prospect then it is not recyclable through the curbside program.

SINGLE-FAMILY COLLECTION (Curbside Collection)

Brush Bundles (unlimited)

Residents may set out an unlimited number of properly prepared bundles of brush. Properly prepared brush bundles will be collected at no cost; no sticker is required.



- Brush bundles are collected at no cost on your regular scheduled collection day.
- Tree limbs must not exceed 3.5 inches in diameter.
- Brush must be bundled:
 - Bundles not to exceed 50 pounds.
 - Bundles not to exceed five (5) feet in length.
 - Bundles must be secured with a biodegradable material (cloth or twine); no wire or plastic.
- Bundles must be placed on the parkway next to your wheeled carts.

Bulk Items (unlimited)

Bulk items are collected weekly on your regular scheduled collection day. Collection is provided at no additional charge and there is no limit on the number of items that can be placed at the curb next to your wheeled carts. The following is a list of approved bulk items:

- Lawn Care Equipment
- Microwave Ovens
- Mattresses/Box Springs
- Bicycles
- Snowblowers/Shovels
- Barbecue Grills
- Plumbing Fixtures
- Furniture
- Carpet Rolls (no longer than 5 feet)
- Swing Sets (5 foot lengths)
- Televisions



This is not an exhaustive list of bulk items. If you do not see your item on the list, please contact the Public Works Department to see if it will be collected as a bulk item.



SINGLE-FAMILY COLLECTION (Curbside Collection)

Construction Debris/Large Tree Limbs (one cubic yard limit)

Construction debris and large tree limbs must be placed in the wheeled cart. Materials that cannot be containerized must be prepared in the following manner:

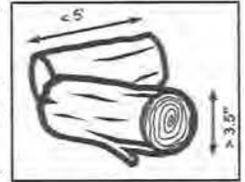
Construction Debris

- Debris placed in the cart must be prepared in a manner that allows the lid of the cart to close (boards placed in the cart must be cut to a size allowing the lid to close).
- Bundles are not to exceed five (5') feet in length nor 50 pounds in weight; one (1) cubic yard limit (approximately six (6) bundles equal one (1) cubic yard). Doors count as one bundle of construction debris.
- Bundles must be placed on the parkway next to your wheeled carts.

Large Tree Limbs

(limbs exceeding three and one half (3.5") inches in diameter)

- Limbs placed in the cart must be prepared in a manner that allows the lid of the cart to close.
- Bundles are not to exceed five (5') in length nor 50 pounds in weight; one (1) cubic yard limit. (Approximately six (6) bundles equal one (1) cubic yard).
- Bundles must be placed on the parkway next to your wheeled carts.



For pick up of construction debris/large tree limbs **in excess of one cubic yard**, you must call ARC at (847-981-0091). Additional charges apply.

Christmas Tree Collection

- Clean (no tinsel, ornaments or lights) Christmas trees will be collected on your regular scheduled collection day.
- Christmas trees are not to be placed in plastic bags.
- Christmas wreaths will be collected on your regular scheduled collection day with refuse.
- There is no additional charge for this service.



Move-In Debris

Residents moving into a home in the Village are entitled to a one (1) time only unlimited move-in collection at no charge. Residents must call Public Works (847-870-5640) within one (1) month of the move in to arrange for collection. All restrictions and guidelines regarding the preparation of materials and limitations on construction debris apply to move-in collections. Yard material is a user fee program and does not qualify for free pick-up.

SINGLE-FAMILY COLLECTION (Curbside Collection)

Leaf Collection

Curbside Collection

The Village's fall leaf collection program provides residents with a convenient and cost-free method to dispose of leaves. These programs are for leaves only.

This popular program allows residents to set out loose leaves at the curb between the first full week in October through the last full week before Thanksgiving. Leaves will be picked up weekly by Public Works crews. Please refer to the map for your collection day. The rules for loose leaf collection are as follows.



- Leaves should be raked onto the street in a long pile.
- The pile should be placed approximately one (1) foot from the curb.
- Leaves should be placed at the curb the day before scheduled pick-up.
- Do not place grass, rocks, plants, sod, etc. in the leaf piles.

Extended Collection

The extended leaf collection program allows residents to set out **bagged leaves** from the end of the loose leaf program through December 15.

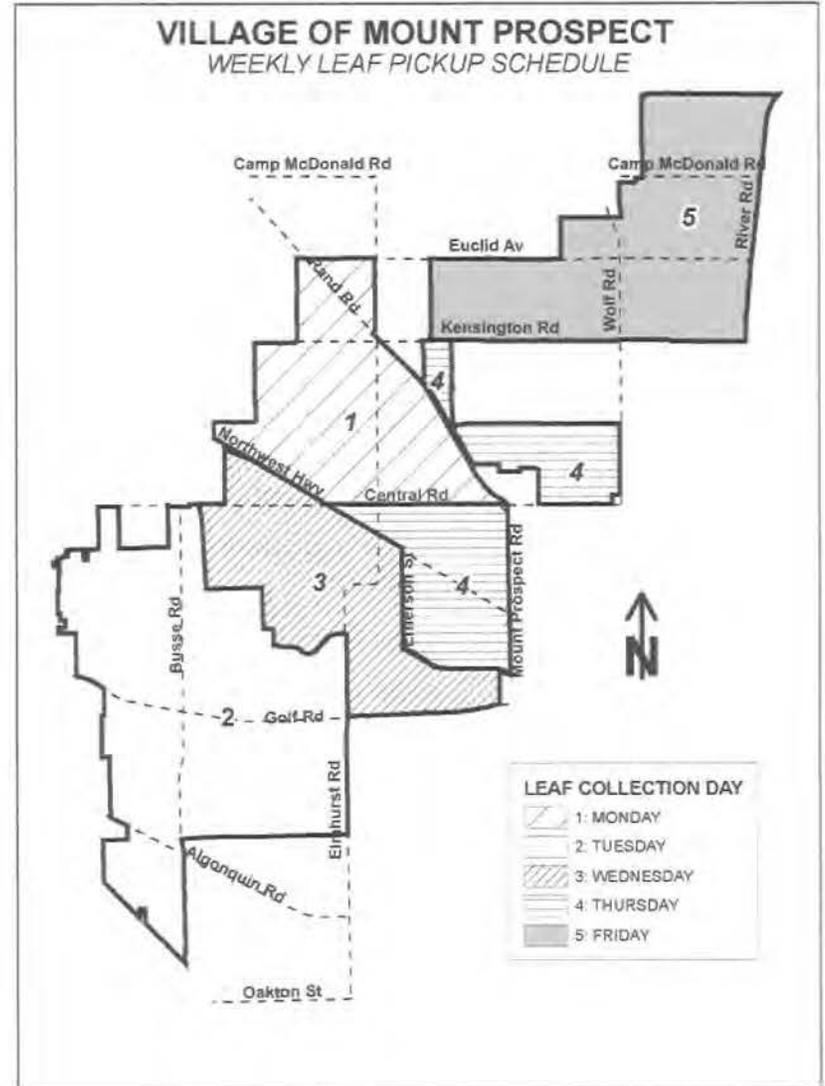
Bagged leaf collection occurs on the resident's regular scheduled refuse collection day. Leaves must be prepared in the following manner:

- Leaves must be placed in biodegradable compost bags.
- Each bag must not exceed 50 pounds.
- No Village yard waste sticker is required.



SINGLE-FAMILY COLLECTION (Curbside Collection)

Leaf Pick-Up Schedule



SINGLE-FAMILY COLLECTION (Curbside Collection)

General Guidelines

Collection Set Out Times

Refuse, recycling, yard waste, bulk items, etc. can be placed at the curb as early as 4:30PM the day before collection and no later than 6:30AM of the collection day. Late set outs will not be collected until the following week.

Refuse and recycling wheeled carts and yard waste containers must be removed from the parkway the same day as scheduled collection.

Missed Collection

If the refuse hauler misses your collection, it will be picked up the next working day. Please call ARC Disposal at (847-981-0091) to report the missed pick-up.

Improperly prepared refuse, recyclables, yard material, etc. will not be collected. Materials that are not collected due to non-compliance must be removed from the parkway and stored on the resident's property. Material must be prepared properly and set at the curb the next week for collection.

Holiday Collection Schedule

There will be no collection on the following Holidays:

- New Year's Day
- Memorial Day
- Independence Day (July 4th)
- Labor Day
- Thanksgiving Day
- Christmas Day

If a Holiday falls on a weekday or is observed on a weekday and your regular scheduled pick-up is on that day or after, your pick-up will be delayed by one day. Friday pick-ups will be done on Saturday. The following week will return to the regular collection schedule.

If New Year's, Independence, or Christmas Day fall on a Saturday and is observed on Friday, your pick-up will be on Friday. If the Holiday falls on Sunday, the Holiday will be observed on Monday. Refuse collection will be delayed one day with Monday's collection occurring on Tuesday, Tuesday will be on Wednesday, etc. The following week will return to the regular collection schedule.

SINGLE-FAMILY COLLECTION (Curbside Collection)

General Guidelines (continued)

Cart Placement

Refuse and recycling wheeled carts must be placed at the curb on your scheduled collection day to be collected.

Wheeled Cart Placement Do's

- Carts should be placed on the driveway apron at the curb line.
- Carts can be placed with the handle facing the street or facing away from the street.
- Carts should be placed at the curb with a two (2) foot separation between the carts.
- Cart lids must be closed.

Wheeled Cart Placement Don'ts

- Carts should not be placed on the parkway or in the street.
- Cart lids should not be open.
- Items should not be placed on top of the closed lid.
- Do not place items (white goods, bulk items, yard waste) in front of the carts.



Yard Waste, Bulk Items, White Goods, etc.

All other materials (yard waste, bulk items, bundled brush, construction material, white goods, etc.) placed at the curb for disposal should be placed on the parkway next to the wheeled carts. Do not place any material for disposal in front of the wheeled carts. Placement of material in front of the carts will prevent the hauler from collecting refuse and recycling carts.



SINGLE-FAMILY COLLECTION (Curbside Collection)

Yard Waste Collection (April 1 - December 15)

Yard waste collection is a user fee based service requiring a Village yard waste sticker be purchased for every unit of yard waste placed at the curb. Yard waste can be placed at the curb in either 32 gallon rigid containers or 32 gallon biodegradable bags. The following rules apply to yard waste collection:

Procedure for Disposing of Yard Waste

- All rigid containers and biodegradable bags placed at the curb containing yard waste must have a Village yard waste sticker (user fee) attached.
- Rigid containers must have a Village yard waste decal affixed in addition to the Village yard waste sticker.

Container Specifications

- Rigid containers cannot exceed 32 gallon capacity.
- Rigid containers cannot exceed 50 pounds.

Bag Specifications

- Bags must be biodegradable.
- Bags cannot exceed 32 gallon capacity.
- Bags cannot exceed 50 pounds.
- Plastic bags cannot be used to dispose of yard waste.



Compost Bag

If you are using a compost bag to dispose of yard waste, you only need to attach a pre-paid Village sticker.

Rigid Container

If you are using a rigid container for yard waste, you need to attach a pre-paid village sticker AND a Yard Material Decal.

SINGLE-FAMILY COLLECTION (Curbside Collection)

Acceptable Yard Waste

- Grass clippings, leaves, weeds, brush and twigs.

Non-Acceptable Yard Waste

- Yard waste mixed with garbage.
- Yard waste containing dirt, rocks, wood chips, sod with attached soil, fruits and vegetables.
- The above items are considered garbage and should be disposed of with your regular garbage.

Yard waste that is not properly prepared will not be collected. Improperly prepared yard waste must be removed from the parkway and be stored on the resident's property. Yard waste must be prepared properly and set at the curb the next week for collection.

Sticker Purchases and Decals

The Village yard waste stickers (\$2.25 in 2006) and decals (free) can be purchased at the following locations:

Village Hall 50 S. Emerson	Public Works 1700 W. Central
Jewel Food Stores 333 East Euclid, Mount Prospect 819 S. Elmhurst, Des Plaines	Bowen Ace Hardware 1753 W. Golf Road, Mount Prospect 24 N. Dryden Place, Arlington Heights
Dominick's 1042 S. Elmhurst Road	The most current list can be found at www.mountprospect.org

Yard Waste Subscription Service

Households producing a large amount of yard waste may be interested in the Village's optional yard waste subscription service. The program has an annual fee (2006 Rate: \$99), paid directly to ARC, that includes the use of a 95 gallon wheeled cart.

- Once a week pick-up on regular scheduled collection day.
- Use of a 95 gallon wheeled cart.
- Collection between April 1 and December 15.
- Annual fee includes the wheeled cart rental, collection and disposal.
- Resident arranges for service and payment directly with ARC (847-981-0091).

SINGLE-FAMILY COLLECTION (Curbside Collection)

Special Services

Back Door Service

ARC Disposal offers back door service for collection of refuse, recycling and yard material. ARC bills the resident directly for this service (2006 Rate: \$25/month). Call ARC (847-981-0091) for further details.



Residential Appliances (white goods)

State law (July 1, 1994) prohibits the landfilling of large residential appliances or "white goods." Therefore, large residential appliances are not collected as bulk items. It is the responsibility of the resident to ensure proper collection and disposal. Examples would include but are not limited to: water heaters, refrigerators, ovens, washer/dryer, window air conditioning unit.

Residents have several options for the collection and disposal of residential appliances:

- At the time of purchase, arrange for the retailer to remove the old appliance upon delivery of the new appliance.
- Contact ARC Disposal (847-981-0091) for curbside removal. Charges do apply (2006 Rate: \$28 per item).
- Payment for collection must be made to ARC Disposal at the time of service.
- Per state law, refrigerator/freezer doors must be removed, or latches broken.



Special Collection and Disposal Services

Residents with large quantities of refuse/debris may contact ARC (847-981-0091) directly for an estimate. Payment to ARC must be made at the time of service (2006 Rate: \$51 per cubic yard).

MULTI-FAMILY COLLECTION (Centralized Collection)

General Guidelines

The Public Works Department works with the owner/manager from each property and ARC Disposal in providing residents with centralized collection of solid waste. However, the residents are ultimately responsible for the proper disposal of their solid waste.

Refuse

All residential garbage must be placed inside the refuse container(s). Bags and other loose debris should not be set next to the container. To minimize this problem please:

- Do not send small children to dispose of refuse; they may not be able to open the container lid or reach the container.
- Do not throw garbage over the enclosure surrounding the container. Place the garbage directly inside the refuse container.
- Refuse container lids must be closed after placing refuse in the container(s).



Bulk Items

Large items such as furniture, bedding, etc. (see the Single-family collection bulk item list on page 6) should be placed next to the refuse container. Small amounts of properly prepared carpeting only.

Residential Appliances

Residential appliances will not be collected as regular refuse. See page 14, Residential Appliances, for disposal instructions.

Construction Debris

Refuse containers are to be used for household residential waste only. Owners/managers are to make arrangements for special collection of debris from construction projects at the properties.

Christmas Trees

Clean (no tinsel, ornaments or lights) Christmas trees will be collected on your regular scheduled collection day. Christmas trees are not to be placed in plastic bags. Christmas wreaths will be collected on your regular scheduled collection day with refuse. There is no additional charge for this service.

MULTI-FAMILY COLLECTION (Centralized Collection)

Recycling

The Village of Mount Prospect encourages residents to reduce, reuse and recycle. While the Village provides an extensive recycling program, residents should be aware that purchasing habits can reduce the amount of waste generated.



The Village provides centralized recycling services to any multi-family property choosing to participate. The same materials collected in the curbside collection program are also collected at multi-family properties. Please refer to the recycling section under Single-family Collection beginning on page 3 for proper preparation of recyclables.

Recyclables are collected in 95 gallon wheeled carts. Please check with the property owner/manager for the location of the wheeled carts.

Recycling carts containing refuse and/or plastic bags will not be collected. If the placement of refuse and/or plastic bags is an ongoing problem and no solution can be arrived at by the property manager and the Village, the program may be discontinued.

Residents residing in properties without the centralized program are encouraged to contact Public Works (847-870-5640) to obtain information about drop off locations.

Questions regarding your property's participation should be directed to the owner/property manager.

Yard Material

Multi-family properties are responsible for the collection and disposal of all yard waste generated at the properties. Each property may contract independently for landscaping service or they can contact ARC (847-981-0091) for details regarding yard waste collection at multi-family properties.



HOUSEHOLD HAZARDOUS WASTE

Household hazardous waste, such as chemicals, pesticides, fertilizers, oil, paint, varnishes, strippers and similar items are not allowed in landfills and thus are not collected as part of the Village's solid waste collection program.

When improperly stored or disposed of, household wastes threaten human health or cause environmental contamination. Please follow these rules to properly dispose of hazardous materials.

- Dispose of only empty containers in the household refuse.
- Recycle through reuse by giving unused portions to neighbors or community organizations who will use the product; i.e. paints, cleaning products, etc.
- Recycle products that can be remanufactured for reuse; i.e. motor oil, automobile batteries.



- Solidified latex paint can be disposed of in household refuse. Use absorbents like kitty litter to solidify latex paint.
- Take unused household hazardous waste to a permanent collection facility or a one-day collection. Visit the Village's website at www.mountprospect.org to find out more.

Car Batteries, Tires, Motor Oil

State law prohibits the disposal of car batteries, tires and motor oil. Therefore, car batteries, tires and motor oil are not collected by the refuse hauler. However, residents have several options for proper disposal of car batteries, tires and motor oil. A number of businesses in the area will accept these materials for recycling, charges may apply.



Please contact Public Works (847-870-5640) for a current listing of businesses accepting used car batteries, tires and motor oil.

"Fly Dumping"

It is unlawful for any individual, firm or corporation to deposit refuse and/or yard waste on either private or public property, including residential/commercial dumpsters and Village receptacles, other than that authorized for the individual. This will be strictly enforced; a fine may be imposed.

The Village Board of Trustees would like to thank the residents of Mount Prospect for their waste reduction efforts and working toward a safe and healthy environment.



“Throughout history, many great civilizations have been buried, none, however, by their own garbage.”

- TIME Environment Challenge



**Village of Mount Prospect
Public Works Department**

1700 West Central Road
Mount Prospect, Illinois 60056
Phone: 847/870-5640
E-Mail: publicworksdept@mountprospect.org
Web Site: www.mountprospect.org

Make Your Home the Solution to Stormwater Pollution!



A homeowner's guide to healthy habits for clean water

As stormwater flows over driveways, lawns, and sidewalks, it picks up debris, chemicals, dirt, and other pollutants. Stormwater can flow into a storm sewer system or directly into a lake, stream, river, or wetland. Anything that enters a storm sewer system is discharged untreated into the waterbodies we use for swimming, fishing, and providing drinking water. Polluted runoff is the nation's greatest threat to clean water.

By practicing healthy household habits, homeowners can keep common pollutants like pesticides, pet waste, grass clippings, and automotive fluids off the ground and out of stormwater. Adopt these healthy household habits and help protect lakes, streams, rivers, and wetlands. Remember to share the habits with your neighbors!



Lawn and Garden

- Use pesticides and fertilizers sparingly. When use is necessary, use these chemicals in the recommended amounts. Avoid application if the forecast calls for rain; otherwise, chemicals will be washed into your local stream.
- Select native plants and grasses that are drought and pest resistant. Native plants require less water, fertilizer, and pesticides.
- Sweep up yard debris, rather than hosing down areas. Compost or recycle yard waste when possible.
- Don't overwater your lawn. Water during the cool times of the day, and don't let water run off into the storm drain.
- Cover piles of dirt and mulch being used in landscaping projects to prevent these pollutants from blowing or washing off your yard and into local waterbodies. Vegetate bare spots in your yard to prevent soil erosion.

Vehicle and Garage

- Use a commercial car wash or wash your car on a lawn or other unpaved surface to minimize the amount of dirty, soapy water flowing into the storm drain.
- Check your car, boat, motorcycle, and other machinery and equipment for leaks and spills. Make repairs as soon as possible. Clean up spilled fluids with an absorbent material like kitty litter or sand, and don't rinse the spills into a nearby storm drain. Remember to properly dispose of the absorbent material.
- Recycle used oil and other automotive fluids at participating service stations. Don't dump these chemicals down the storm drain or dispose of them in your trash.
- Properly store pool and spa chemicals to prevent leaks and spills, preferably in a covered area to avoid exposure to stormwater.



Pet Care

- When walking your pet, remember to pick up the waste and dispose of it properly. Flushing pet waste is the best disposal method.
- Leaving pet waste on the ground increases public health risks by allowing harmful bacteria and nutrients to wash into the storm drain and eventually into local waterbodies.



Swimming Pool and Spa

- Drain your swimming pool only when a test kit does not detect chlorine levels.
- Whenever possible, drain your pool or spa into the sanitary sewer system.
- Properly store pool and spa chemicals to prevent leaks and spills, preferably in a covered area to avoid exposure to stormwater.

Home Repair and Improvement

- Before beginning an outdoor project, locate the nearest storm drains and protect them from debris and other materials.
- Sweep up and properly dispose of construction debris such as concrete and mortar.
- Use hazardous substances like paints, solvents, and cleaners in the smallest amounts possible and follow the directions on the label. Clean up spills immediately and dispose of waste safely. Store substances properly to avoid leaks and spills.
- Purchase and use nontoxic, biodegradable, recycled, and recyclable products whenever possible.
- Clean paint brushes in a sink, not outdoors, filter and reuse paint thinner when using oil based paints. Properly dispose of the excess paints through a household hazardous waste collection program, or donate unused paint to local organizations.
- Reduce the amount of paved area and increase the amount of vegetated areas in your yard. Use native plants in you landscaping to reduce the need for watering during dry periods. Consider directing downspouts away from paved surfaces onto lawns and other measures to increase infiltration and reduce polluted runoff.

Septic System Use and Maintenance

- Have your septic system inspected by a professional at least every 3 years, and have the septic tank pumped as necessary (usually every 3 to 5 years).
- Care for the septic system drainfield by not driving or parking vehicles on it. Plant only grass over and near the drainfield to avoid damage from roots.
- Flush responsibly. Flushing household chemicals like paint, pesticides, oil, and antifreeze can destroy the biological treatment taking place in the system.
- Other items, such as diapers, paper towels, and cat litter, can clog the septic system and potentially damage components.



For more information, visit
www.epa.gov/npdes/stormwater
or
www.epa.gov/nps

Remember: Only rain down the drain!

**Mount Prospect Public Works
(847) 870-5640**

POLLUTANTS: THEIR SOURCES AND IMPACTS

A pollutant is any substance that can harm living things. Pollutants commonly found in Mount Prospect waterways include:

SOIL/SEDIMENT

Source: Construction sites and other non-vegetated lands.



Impacts: Uncontrolled soil erosion can result in excess sediment that clogs catch basins, storm sewers and detention basins, leading to higher maintenance costs and flooding. As it settles, sediment can smother fish eggs and bottom-dwelling organisms, and destroy aquatic habitat. Suspended sediment can lower the transmission of light through water and can negatively affect aquatic animals.

Other pollutants can attach to soil particles. When sediments wash off the ground into waterways they carry these pollutants with them.

NUTRIENTS

Sources: Septic systems, lawn fertilizers, animal waste, cleaning products, plant debris and eroded soil.

Impacts: Phosphorous and nitrogen can over stimulate aquatic weed and algae growth. As they decay, excess weeds and algae use oxygen in the water, which is needed by fish and other aquatic life.



TOXIC COMPOUNDS

Sources: Toxic substances include, vehicle fluids, solvents, lawn herbicides and pesticides, paints and metals such as chromium, copper and mercury.



Impacts: Toxins can accumulate in the aquatic food chain, as one larger organism eats many smaller ones that have been contaminated. Even in very small concentrations, oil and other toxic substances can harm aquatic plants and animals.

LITTER AND DEBRIS

Sources: Grass clippings, leaves and litter generated by careless disposal practices.

Impacts: Litter and leaves that wash into storm, sewers can clog detention basin inlets and outlets, and eventually pollute streams and rivers. Excessive leaves and other organic materials decompose and lower the amount of oxygen available to aquatic life.





CATCH BASIN CARE

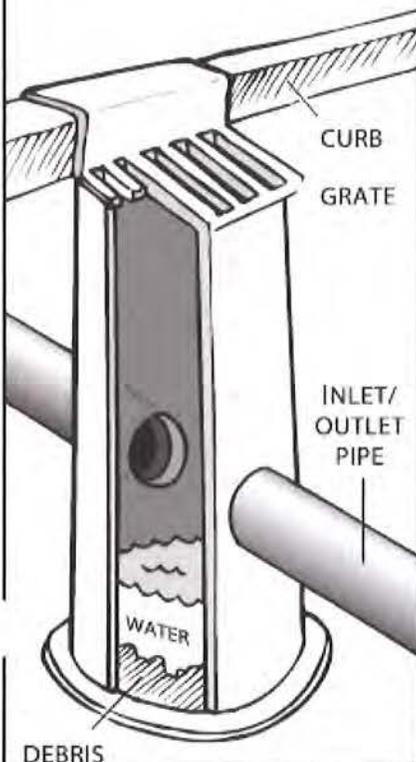
GUIDE No. 2

WHY BE CONCERNED?

Catch basins are storm sewer inlets that filter out debris such as leaves and litter. They are typically located next to street curbs or in the rear yards of residential areas.

It is important to maintain catch basins to prevent storm sewer blockages and minimize the amount of pollutants entering storm sewers. Storm sewers either discharge into detention basins or directly into streams.

Clogged catch basins can also cause water to pond along streets and in yards. This flooding can be a nuisance to motorists and homeowners.



Are You Responsible for Catch Basin Care?

Your homeowner's association is responsible for catch basin maintenance if you live in a subdivision, site condominium neighborhood with private roads. Catch basins in public roads are maintained by Mount Prospect Public Works, IDOT, or Cook County.

Stormwater drainage systems are typically designed to remove water a developed area as quickly as possible during a storm. While these systems are convenient for urban residents, they also carry pollutants to surface waters at a "rapid transit" pace. Contrary to popular belief, pet wastes, oil and other materials dumped into storm sewer grates do not go to the waste water treatment plant, but flow directly into streams and lakes. For example: dumping oil into a storm sewer grate has almost unthinkable consequences. When it reaches the water, five quarts of oil can create a slick as large as two football fields and persist on mud or plants for six months or more.

How are Catch Basins Maintained?

Remove Debris from Grates

The grates of catch basins can become clogged with litter or leaves, especially in the spring and fall. Regularly inspect the grate and remove debris. Encourage neighbors to adopt the catch basin in front of their homes, and keep them free of debris.

Remove Debris From Storage Area

Catch basins should be cleaned out before the storage area is half full. Once this level is reached, debris be-

gins to wash into sewer pipes. Cleaning should be done in the spring after the first large snow melt, in the fall after trees have shed their leaves, and additionally if needed.

To find out how much material has accumulated in the storage area of the catch basin, insert a long pipe on brook stick into the storm drain grate. Notice where the pipe or stick hits the debris and continue to the bottom to estimate the depth of accumulation. Cleaning these storage areas should be performed by a private contractor. For assistance identifying suitable contractors, contact one of the agencies listed under "Getting Help"

Stenciling Your Storm Drains



Stenciled or applied decals that read "Dump No Waste - Drains to Des Plaines River" are good reminder that nothing but water belongs down a storm drain. Contact the Public Works Office for more information about participating in storm drain stenciling.

GETTING HELP

Mount Prospect Public Works
(847) 870-5640

PROTECT OUR WATERWAYS AT LEAF COLLECTION TIME

In a way, we all live on a river. Water that enters our storm drains flows directly into a stream or river untreated, along with everything that rainwater carries away from our streets: trash, leaves, grass, fertilizers, pet wastes, etc. Reducing pollutants from rainstorm runoff is one of the biggest hurdles to keeping our river clean.

During the Fall, it is especially important to keep leaves out of the storm inlets. In addition to clogging drains and causing backups, leaves that enter the storm drains decay in the water and rob fish of vital oxygen. Follow these steps to give our waterways a hand; you'll also reduce the risk of flooding on your street.



1.) Compost yard waste. The next time you mow, mulch the leaves while cutting the grass. They're the best nutrients. You can also put leaves in compost containers for curbside collection.



2.) Wait until the last minute. If you have your leaves picked up by a community leaf collection program, rake the leaves into the street just prior to your scheduled pick-up day.

Should it rain, leaves won't enter the storm drain inlets and waterways as easily if they are raked and stored on your lawn extension or as long as possible.



3.) Stay out of the gutter. If your community does allow you to sweep leaves to the street for collection, be sure to keep leaves out of the gutter. There should be at least a one-foot space between the curb and your leaves for the stormwater to run into the gutter. This will reduce the risk of flooding in your area.



4.) Keep inlets clear. Reduce the risk of flooding and help protect the environment by removing accumulated debris from catch basin grates. Don't deposit yard or pet wastes into catch basins.

Ten Ways Homeowners Can Improve the Quality of Stormwater Runoff

1. Cover piles of soil, sand or mulch to stop them from being transported in stormwater. Plant grass where soil is exposed.



2. Sweep your sidewalks and driveways rather than hosing them down.

3. Put leaves and grass clippings in the compost, on the garden as mulch, or mow back into the lawn to recycle nutrients.

4. Divert roof water to lawns or gardens where it can safely soak in.



5. Keep pesticides, oil, leaves and other pollutants off streets and out of storm drains.

6. Keep cars tuned up and repair leaks - better yet, walk.

7. Wash your vehicle on grass or over gravel. Use as little detergent as you can and pour any left over soapy water onto the lawn.

8. Dispose of household hazardous waste according to the label directions.

9. Clean up pet waste - bury it or flush it down the toilet.

10. Never dump anything down storm drains! Water from these drains flows untreated to the river.





LOCAL GOVERNMENT TOPICS

Land
Use



Storm Water Best Management Practices Start at Home

Introduction

Managing storm water runoff is often considered the job of the local government, a subdivision developer, or possibly a homeowners' association. Certainly, good planning and implementation by any or all of these entities is important to a successful community storm water management plan. However, it is also important that individual homeowners understand their role in storm water management and their impact on the larger community.

Recently, more community storm water plans have incorporated the concept of "no net loss" of water from the site. This policy involves keeping and using the rain that falls onto a site *on that site* as much as possible, rather than simply collecting the rain and sending it off site as storm water discharge. One basic starting point for such a plan is for homeowners to reduce runoff from their individual lots. Many simple yet effective methods can be used to help reduce individual runoff.

"We All Live Downstream"

Before considering some methods, or best management practices (BMPs), to reduce home-site runoff, it is important to understand why runoff is a concern. No matter where a person lives, they live in a *watershed*. A watershed is simply an area of land that drains to a specific point of water, whether it is a lake, stream, river, or ocean.

Watersheds vary in size from quite small to very large. For example, each small creek or lake in Illinois has a certain area of land that drains into it, and that watershed area may not be very large in acreage. However, the Mississippi

River also has a certain area that drains into it, which covers several states and millions of acres. All watersheds are interrelated since smaller ones feed into the larger ones that ultimately drain into the ocean.

Activities in the smaller watersheds ultimately impact on the larger watersheds. Although homeowners may not think about it, their individual actions affect everyone "downstream" in the watershed. And, the fact of the matter is that we all live downstream from someone else.

Homeowners should take time to discover what local watershed they live in, who impacts them from upstream, and who they impact downstream. Local Soil and Water Conservation District (SWCD) offices can provide that information. Many communities have watershed management committees that address local issues.

What Is Storm Water Runoff?

Storm water runoff can affect the quantity and quality of water that must be handled somewhere downstream. Excess runoff can contribute to flooding. Contaminated runoff can damage water, making it unfit for human consumption and wildlife habitat. Both situations can be costly to correct. Prevention is more effective and efficient.

Storm water runoff is the rain and melting snow that flows off streets, rooftops, lawns, parking lots, open fields, and any other exposed area. The runoff carries with it whatever can be dislodged from the various sites, such as salt, soil, leaves, pesticides, fertilizers, oil, gasoline, and any other materials present on the surface. These materials are washed off a wide geographic area

rather than originating from one point. That makes preventing contamination more important as well as more difficult.

As land is developed, much of the surface is paved or roofed, creating more runoff potential. Usually, storm sewers are used to carry the resulting runoff to nearby waterways. The water from developed areas often contains contaminants. Even on lawns or other open areas, water that is not absorbed can runoff into the street or parking lot and then into the storm sewers.

Storm sewers are a system of underground pipes that have surface drains or inlets designed to gather storm water. Many people think that storm-sewer water is treated in a sewage treatment plant just like water from sanitary sewers. But in most communities, that is not the case. Storm water usually receives no treatment before entering local waterways.

Some communities are incorporating more natural drainage systems and increased on-site water infiltration to help reduce the quantity of runoff and improve its quality. Also, the increased use of conservation design for housing developments helps reduce storm water runoff by incorporating more open space.

Start at Home

Reducing the quantity and improving the quality of storm water runoff in a community can start with individual homeowners.

Some storm water BMPs can be implemented when first planning and building the home and designing the landscape. Others can be incorporated into day-to-day activities.

Construction phase BMPs:

- ◆ Consider alternatives to concrete- or asphalt-paved surfaces. If you have a choice, consider more porous surfaces such as brick, gravel, wood chips, stone slab, or geo-textile materials. If areas must be paved, keep it to a minimum and direct runoff onto grassy areas, not onto areas that drain to storm sewers.
- ◆ Design and construct the landscape topography to facilitate water holding and infiltration. For example, use low areas for “rain gardens,” terrace to slow water runoff, construct small wetlands, or incorporate subsurface water holding areas.
- ◆ Use natural plantings in the landscape that are deeper-rooted than turfgrass and thus allow for more water infiltration.

- ◆ If near a water source, plant buffer strips of natural vegetation and woody plants to slow runoff.
- ◆ Mulch and plant exposed soil as soon as possible after construction. Use sediment barriers when necessary.
- ◆ Avoid excessive soil compaction and disturbance to the lot.
- ◆ Avoid hooking downspouts directly into the storm-water sewer system or onto paved surfaces.

Day-to-Day BMPs:

- ◆ Avoid overuse of pesticides and fertilizers—use only the amount needed and apply only when necessary.
- ◆ Apply fertilizer and pesticides only onto target areas. Don’t spread fertilizer onto paved surfaces that drain to the storm sewer.
- ◆ Follow recommended watering practices. Avoid excess watering and don’t sprinkle water onto paved or other areas that drain into the storm sewer.
- ◆ Avoid compacting yard and garden soils because compaction impedes water infiltration.
- ◆ Avoid unnecessary pesticide, fertilizer, or water use by using plants adapted to the local area.
- ◆ Clean up hazardous material spills properly and don’t wash waste into the storm sewer.
- ◆ Store oil, gasoline, antifreeze, and other automotive products properly. Keep these substances tightly sealed and avoid leaky containers.
- ◆ Clean up oil or other vehicle fluid drippings. Do not store used vehicle parts on areas that drain to the storm sewer.
- ◆ Wash vehicles at a commercial car wash or on a non-paved surface to avoid drainage to the storm sewer.
- ◆ Avoid allowing pet waste to be dumped or washed into the storm sewer. Properly bury or flush the waste down a toilet into the sanitary sewer system for treatment. Reduce or avoid areas of concentrated pet waste.
- ◆ Mulch grass clippings and leave these on the lawn for natural fertility or use the clippings for composting.
- ◆ Keep grass clippings and leaves from washing into the storm sewer.
- ◆ Drain downspouts onto grassy areas. Collect water from downspouts for use around the home.

- ◆ Do not discharge sump-pump water onto paved surfaces that drain to the storm sewer.
- ◆ Mulch and seed bare soil as soon as possible to prevent the soil from eroding into the storm sewer.

Many of these best management practices may seem rather simple or small, but the cumulative effect throughout an entire watershed can significantly contribute to improved storm water management.

Further Reading

57 Ways to Protect Your Home Environment. 1996. University of Illinois Extension.

HomeACRE Manual: Homestead Assessment for Community and Residential Environs. 1997. University of Illinois Extension.

Lake Notes Fact Sheet Series. Illinois EPA, Lake and Watershed Unit, PO Box 19276, Springfield, IL 62794

Watershed Protection Techniques (periodical). Center for Watershed Protection, 8391 Main St., Ellicott City, MD 21043.

Water Quality Fact Sheet Series. University of Wisconsin Extension, Rm. 170, 630 W. Mifflin, Madison, WI 53703.

References

- Carl DuPoldt and Carolyn Johnson. 1997. "Storm Water Management" in *HomeACRE Manual: Homestead Assessment for Community and Residential Environs*. University of Illinois Extension.
- University of Wisconsin Extension. *Cleaning Up Stormwater Runoff*.

This material written by:

John Church, Extension Educator, Natural Resources Management, University of Illinois

Reviewed by:

Gerrit Knaap, Associate Professor, Urban and Regional Planning, University of Illinois College of Fine and Applied Arts

Protecting Water Quality from **URBAN RUNOFF**

Clean Water Is Everybody's Business

In urban and suburban areas, much of the land surface is covered by buildings and pavement, which do not allow rain and snowmelt to soak into the ground. Instead, most developed areas rely on storm drains to carry large amounts of runoff from roofs and paved areas to nearby waterways. The stormwater runoff carries pollutants such as oil, dirt, chemicals, and lawn fertilizers directly to streams and rivers, where they seriously harm water quality. To protect surface water quality and groundwater resources, development should be designed and built to minimize increases in runoff.

How Urbanized Areas Affect Water Quality

Increased Runoff

The porous and varied terrain of natural landscapes like forests, wetlands, and grasslands traps rainwater and snowmelt and allows them to filter slowly into the ground. In contrast, impervious (nonporous) surfaces like roads, parking lots, and rooftops prevent rain and snowmelt from infiltrating, or soaking, into the ground. Most of the rainfall

The most recent National Water Quality Inventory reports that runoff from urbanized areas is the leading source of water quality impairments to surveyed estuaries and the third-largest source of impairments to surveyed lakes.

Did you know that because of impervious surfaces like pavement and rooftops, a typical city block generates more than 5 times more runoff than a woodland area of the same size?

and snowmelt remains above the surface, where it runs off rapidly in unnaturally large amounts.

Storm sewer systems concentrate runoff into smooth, straight conduits. This runoff gathers speed and erosional power as it travels underground. When this runoff leaves the storm drains and empties into a stream, its excessive volume and power blast out streambanks, damaging streamside vegetation and wiping out aquatic habitat. These increased storm flows carry sediment loads from construction sites and other denuded surfaces and eroded streambanks. They often carry higher water temperatures from streets, roof tops, and parking lots, which are harmful to the health and reproduction of aquatic life.

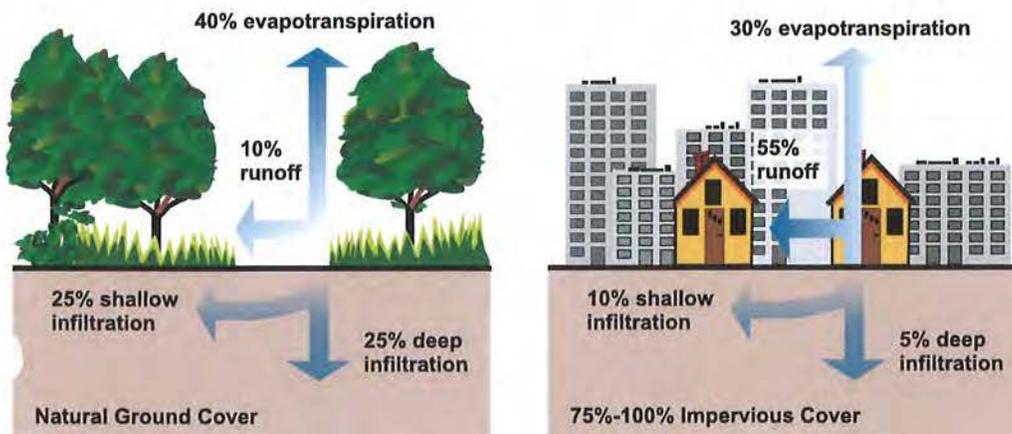
The loss of infiltration from urbanization may also cause profound groundwater changes. Although urbanization leads to great increases in flooding during and immediately after wet weather, in many instances it results in lower stream flows during dry weather. Many native fish and other aquatic life cannot survive when these conditions prevail.

Increased Pollutant Loads

Urbanization increases the variety and amount of pollutants carried into streams, rivers, and lakes. The pollutants include:

- Sediment
- Oil, grease, and toxic chemicals from motor vehicles
- Pesticides and nutrients from lawns and gardens
- Viruses, bacteria, and nutrients from pet waste and failing septic systems
- Road salts
- Heavy metals from roof shingles, motor vehicles, and other sources
- Thermal pollution from dark impervious surfaces such as streets and rooftops

These pollutants can harm fish and wildlife populations, kill native vegetation, foul drinking water supplies, and make recreational areas unsafe and unpleasant.



Relationship between impervious cover and surface runoff. Impervious cover in a watershed results in increased surface runoff. As little as 10 percent impervious cover in a watershed can result in stream degradation.

Managing Urban Runoff

What Homeowners Can Do

To decrease polluted runoff from hard surfaces, households can develop alternatives to areas traditionally covered by impervious surfaces. Porous pavement materials are available for driveways and sidewalks, and native vegetation and mulch can replace high maintenance grass lawns. Homeowners can use fertilizers sparingly and sweep driveways, sidewalks, and roads instead of using a hose. Instead of disposing of yard waste, they can use the materials to start a compost pile. And homeowners can learn to use Integrated Pest Management (IPM) to reduce dependence on harmful pesticides.

In addition, households can prevent polluted runoff by picking up after pets and using, storing, and disposing of chemicals properly. Drivers should check their cars for leaks and recycle their motor oil and antifreeze when these fluids are changed. Drivers can also avoid impacts from car wash runoff (e.g., detergents, grime, etc.) by using car wash facilities that do not generate runoff. Households served by septic systems should have them professionally inspected

and pumped every 3 to 5 years. They should also practice water conservation measures to extend the life of their septic systems.

Controlling Impacts from New Development

Developers and city planners should attempt to control the volume of runoff from new development by using low impact development, structural controls, and pollution prevention strategies. Low impact development includes measures that conserve natural areas (particularly sensitive hydrologic areas like riparian buffers and infiltrable soils); reduce development impacts; and reduce site runoff rates by maximizing surface roughness, infiltration opportunities, and flow paths.

Controlling Impacts from Existing Development

Controlling runoff from existing urban areas is often more costly than controlling runoff from new developments. Economic efficiencies are often realized through approaches that target "hot spots" of runoff pollution or have multiple benefits, such as high-efficiency street sweeping (which addresses aesthetics, road safety,

and water quality). Urban planners and others responsible for managing urban and suburban areas can first identify and implement pollution prevention strategies and examine source control opportunities. They should seek out priority pollutant reduction opportunities, then protect natural areas that help control runoff, and finally begin ecological restoration and retrofit activities to clean up degraded water bodies. Local governments are encouraged to take lead roles in public education efforts through public signage, storm drain marking, pollution prevention outreach campaigns, and partnerships with citizen groups and businesses. Citizens can help prioritize the clean-up strategies, volunteer to become involved in restoration efforts, and mark storm drains with approved "don't dump" messages.



Related Publications

Turn Your Home into a Stormwater Pollution Solution!

www.epa.gov/nps

This web site links to an EPA homeowner's guide to healthy habits for clean water that provides tips for better vehicle and garage care, lawn and garden techniques, home improvement, pet care, and more.

National Management Measures to Control Nonpoint Source Pollution from Urban Areas

www.epa.gov/owow/nps/urbanmm

This technical guidance and reference document is useful to local, state, and tribal managers in implementing management programs for polluted runoff. Contains information on the best available, economically achievable means of reducing pollution of surface waters and groundwater from urban areas.

Onsite Wastewater Treatment System Resources

www.epa.gov/owm/onsite

This web site contains the latest brochures and other resources from EPA for managing onsite wastewater treatment systems (OWTS) such as conventional septic systems and alternative ntralized systems. These resources provide basic information to help individual homeowners, as well as detailed, up-to-date technical guidance of interest to local and state health departments.

Low Impact Development Center

www.lowimpactdevelopment.org

This center provides information on protecting the environment and water resources through integrated site design techniques that are intended to replicate preexisting hydrologic site conditions.

Stormwater Manager's Resource Center (SMRC)

www.stormwatercenter.net

Created and maintained by the Center for Watershed Protection, this resource center is designed specifically for stormwater practitioners, local government officials, and others that need technical assistance on stormwater management issues.

Strategies: Community Responses to Runoff Pollution

www.nrdc.org/water/pollution/storm/stoinx.asp

The Natural Resources Defense Council developed this interactive web document to explore some of the most effective strategies that communities are using around the nation to control urban runoff pollution. The document is also available in print form and as an interactive CD-ROM.

For More Information

U.S. Environmental Protection Agency
Nonpoint Source Control Branch (4503T)
1200 Pennsylvania Avenue, NW
Washington, DC 20460

www.epa.gov/nps

RECYCLING

Solid Waste Agency of Northern Cook County

ETC.

Living a Greener Lifestyle

The Solid Waste Agency of Northern Cook County (SWANCC) provides residents in its member communities with many ways to live more eco-friendly lives. Programs include a computer and electronic recycling pick-up program, compact fluorescent light (CFL) bulb recycling and document destruction and recycling events. These programs allow for materials previously destined for the landfill to be recycled or disposed of in an environmentally-friendly manner.

Eco-friendly actions can reduce a person's ecological footprint. An ecological footprint is one way of measuring the demands of day to day actions on the environment. Certain aspects of life are taken into account such as home energy use, transportation methods, amount of garbage thrown away and what is recycled. Once the size of your footprint is known, you can come up with ways to reduce it. Go to myfootprint.org and take the quiz to see how your footprint compares to other people in the country. Also, see the list below for "21 Simple Ways to Reduce Your Ecological Footprint."



21 Simple Ways to Reduce Your Ecological Footprint

1 Install a low-flow showerhead **2** Find and fix all leaks **3** Take short showers **4** Dry clothes outside **5** Use eco-friendly cleaning products **6** Clean with old t-shirts for rags instead of paper towels **7** Buy in bulk **8** Replace incandescent bulbs with compact fluorescent bulbs as they burn out **9** Install a programmable thermostat **10** Shop at local farmers' markets **11** Drink tap water instead of bottled water **12** Use cloth napkins **13** Turn off water while brushing teeth **14** Install a rain barrel in garden **15** Purchase quality products **16** Wash only full loads **17** Take reusable bags shopping **18** Consolidate errands **19** Carpool, bike or walk when possible **20** Patronize businesses who practice environmental stewardship **21** Purchase recycled-content products **21** Stop junk mail and catalogs

To support this effort, SWANCC offers several waste reduction resources online at swancc.org. *Green Pages* is a directory offering locations to take items you no longer need such as batteries, propane tanks and plastic bags. The *Eco-Friendly Marketplace* is an online guide with countless products with recycled-content and other environmentally preferable materials. SWANCC's newly updated resource, the *Eco-Cleaning Guide*, provides environmentally-friendly substitutes for commercial products to clean your home. Details are on page 4.

An eco-friendly lifestyle can be green in more ways than one. Environmentally-friendly practices may often save you money by reducing water use and energy consumption. Purchasing locally allows for lower transportation costs. Buying in bulk reduces the amount of packaging and can also be less expensive.

Be sure to sign up for SWANCC's Elist at swancc.org to be informed of upcoming waste reduction and recycling events to further reduce your ecological footprint.

Member Communities

Arlington Heights Mount Prospect
Barrington Niles
Buffalo Grove Palatine
Elk Grove Village Park Ridge
Evanston Prospect Heights
Glencoe Rolling Meadows
Glenview Skokie
Hoffman Estates South Barrington
Inverness Wheeling
Kenilworth Wilmette
Lincolnwood Winnetka
Morton Grove

what's inside

Computer/Electronic Collection	pg 2
Document Destruction Events	pg 2
CFL Bulb Recycling Program	pg 3
Shoe Recycling Program	pg 3
Household Chemical Waste	pg 4
Educational Programs	pg 5
Top 10 Recycling Questions	pg 6
SWANCC Open House	pg 7

swancc.org

(847) 724-9205
info@swancc.org
2700 Patriot Blvd., Suite 110
Glenview, Illinois 60026

SPRING 2009

COMPUTER & ELECTRONICS RECYCLING

Only \$25.00 for convenient at your door pick-up!

At Home Pick-up for Computers and Electronics!

SWANCC offers a convenient way to recycle old computers and electronics. The *At Home Computer/Electronics Program* is for residents who would prefer to have their equipment picked up from their front steps rather than drive to a drop-off location or recycling event.

Any resident who lives in a SWANCC-member community can arrange for a pick-up at swancc.org or by calling (847) 724-9205 ext. 9. The program pick-up charge is \$25 via credit card to offset program costs, and up to 6 items can be recycled per pick up. Additional items may be picked up for \$5 – see list of acceptable items below. No item may exceed 50 pounds. On the scheduled pick-up day, items must be placed on the front porch or steps by 7:30 am. **It's that easy!**

At Home Acceptable Materials:

- Personal Computer Systems (Desktop or Notebook including mouse, keyboard, power cords, etc.)
- Monitors
- CPUs
- Printers
- Scanners
- Fax Machines
- Electric Typewriters
- Answering Machines
- Shredders
- Postage Machines
- TVs (max 27" and no wood consoles)
- VHS/DVD Players
- Radios/Boomboxes
- Stereo Equipment
- Microwaves

Unacceptable Materials:

- TVs over 27"
- Wood Console TVs
- Air Conditioners
- Copy Machines
- Humidifiers
- Dehumidifiers
- Home Appliances
- Power Tools
- Software
- Disks, CDs or DVDs



at HOME
SWANCC pick-up program



Do you have old computer and electronic equipment piling up in your home office or basement?

DOCUMENT DESTRUCTION

DDE Dates

9:00-11:00 am

May 16	Winnetka
June 6	Palatine
June 13	Buffalo Grove
June 20	Lincolnwood
July 11	Skokie
July 18	Evanston
July 25	Glencoe
August 22	Niles
August 29	Elk Grove Village

Frequently Asked Questions can be found at swancc.org.

SWANCC To Provide Document Destruction Events

Paper Shredding Available for SWANCC-Area Residents Only

To assist SWANCC-area residents with recycling old paper documents in a secure manner, Document Destruction Events (DDE) have been scheduled, see list to the left. Since 2005, a total of 296,540 pounds of paper were shredded and recycled. Participants have been pleased with the service that SWANCC provided due to the time involved with shredding a significant amount of paper at home.

What Happens at a Document Destruction Event?

SWANCC residents can bring paper documents to be cross-shredded onsite at no cost. Workers will remove items for destruction from your vehicle and load into the shredding truck for immediate destruction. After the event, the contractor transports the shredded paper to its facility for recycling.

Documents include

- Bank Statements
- Medical Forms
- Personal Files
- Retired Tax Forms
- Receipts



No business-generated documents will be accepted and proof of residency in a member community will be required.

How Do I Prepare Documents for Shredding?

- Remove large metal clips and binders
- Staples and paper clips are acceptable
- Put paper documents in a box or bag

Visit swancc.org for details on document destruction events and updated event listings, as additional locations will be added in the fall.

FLUORESCENT LIGHTBULBS

Compact Fluorescent Light (CFL) Bulb Recycling Program



SWANCC provides residents with the *Compact Fluorescent Light (CFL) Bulb Recycling Program*. This no cost recycling program establishes an infrastructure for collecting spent CFL bulbs and provides a

recycling option instead of putting them in the garbage. The U.S. Environmental Protection Agency endorses CFLs because, when compared with standard incandescent bulbs, they offer many environmental benefits. The downside is that each CFL contains a very small amount of mercury sealed within the glass tubing and should not be disposed of in the garbage.

Only residentially-generated CFLs will be accepted. IDs will be checked for proof of residency. For details, visit swancc.org or call (847) 724-9205.

If a compact fluorescent light bulb is broken, residents should implement the following clean-up and disposal guidelines:

- Weather permitting, open a window to ventilate room.
- Sweep up the broken glass fragments and fine particles with a piece of cardboard and a damp paper towel - **do not vacuum**.
- Contain broken glass, cardboard and paper towel in a zip lock bag, then place in a brown bag marked "broken glass".
- Place the double bags with above contents in the outside garbage can – do not put in a inside compactor.

Because there is such a small amount of mercury in CFLs, about the size of a ball point pen tip, the greatest risk of a bulb breaking is getting cut from glass shards. Research indicates that there is no immediate health risk if a bulb breaks and is cleaned up properly.

DID YOU KNOW?

CFLs reduce air pollution for a cleaner environment. If every Illinois household replaced **one** incandescent bulb with an 18-watt CFL, the results would be equivalent to:

- removing **294,000** tons of carbon emissions from the air
- planting **39.4** million trees
- removing over **74,000** vehicles from Illinois roads each year

This information is taken from the IL Dept. of Commerce and Economic Opportunity.

ATHLETIC SHOERECYCLING

Old Athletic Shoes = New Sports Courts and Playing Fields

For the 10th year, SWANCC will be a collection partner for Nike's *Reuse-A-Shoe* (RAS) program. SWANCC is one of 28 national partners. Nike's niche recycling program takes old athletic shoes and grinds them up for playground fill, new running tracks, basketball and tennis courts and soccer and football fields which allow for a

material that would normally be landfilled to have new life.

Since 1999, SWANCC has collected over 60,000 pairs of shoes, as well as donated over 2,500 pairs of non-qualifying, but gently-used shoes to charity. For more information, visit nikereuseashoe.com.

If you have worn-out athletic shoes that you would like to contribute, contact SWANCC at info@swancc.org or (847) 724-9205 for a drop-off location in your community, or bring them to SWANCC's Glenview Transfer Station, 1153 River Road, on Wednesday, May 13 or Thursday, May 14, 2009, from 8:00 am until 7:00 pm only.



HOUSEHOLD CHEMICAL WASTE

One-day Collection Event

Each spring and fall, the Illinois Environmental Protection Agency (EPA) hosts collection events for household chemical waste from 8:00 am to 3:00 pm, including:

May 9, Elk Grove Village

June 6, Bartlett



For locations and other collection dates please visit swancc.org.

Permanent Drop-Off Location

Chicago HCW Facility

1150 N Branch Street

(312) 744-4034

cityofchicago.org/environment

Tues: 7 am to 12 pm

Thur: 2 pm to 7 pm

1st Sat of mo: 8 am to 3 pm

For other permanent drop-off sites, visit swancc.org.

Acceptable Items at HCW Collections

- Aerosol Paint
- Antifreeze
- Cleaning Products
- Drain Cleaners
- Fluorescent Light Bulbs
- Herbicides
- Hobby Chemicals
- Household Batteries
- Insecticides
- Lawn Chemicals
- Mercury
- Old Gasoline
- Oil-based Paint
- Paint Thinners
- Pesticides
- Pool Chemicals
- Solvents
- Used Motor Oil

Unacceptable HCW Waste

- Agricultural Chemicals
- Business/Commercial Waste
- Explosives
- Farm Machinery Oil
- Fire Extinguishers
- Fireworks
- Institutional Waste
- Latex Paint
- Lead Acid Batteries
- Propane Tanks
- Smoke Detectors

ECO-CLEANING METHODS



If you need a good reason for changing your cleaning practices at home, school or work, here are a few to think about:

- Decreased exposure to ingredients that may be harmful to your health
- Cleaner indoor air quality
- Money savings
- Reduced need of non-renewable resources

Did you know that nearly ten percent of all poison exposures reported to poison control centers involved cleaning products? In addition, were you aware that half of these reported poison exposure incidents involved children?

Harmful chemicals are frequently used as ingredients in household products (e.g., paints, varnishes, moth repellents, aerosol sprays, cleaning supplies, disinfecting, cosmetic, and dry-cleaned clothing). All of these products can release harmful compounds while you are using them. Elevated levels may persist in the air afterwards and may continue to be released to some extent even when the products are being stored.

Some symptoms associated with exposure to volatile organic compounds (VOCs) include nose and throat discomfort, headache, allergic skin reaction, shortness of breath, nausea, fatigue and dizziness.

Many viable eco-friendly cleaning options have appeared in the marketplace; however, there are currently no standard definitions for the terms “nontoxic”, “natural”, or “environmentally-friendly”, so it is a good idea to read labels carefully. The more serious the safety warning, the more likely it is that the product may pose some risk to the environment and your own health. Visit the Consumer Reports’ website at greenerchoices.org to find out more about

health and environmental claims found on commercial household cleaning products.

One way to make sure that you know what is in your cleaning products is to make them yourself. You might be surprised that many of the ingredients are already in your kitchen. Some of the most useful, natural cleaners include: lemon, vinegar and baking soda. Among others are borax, club soda, corn meal, hydrogen peroxide, olive oil, salt and toothpaste.

To replace the cleaning power of strong commercial products using chemicals, you may have to wait a little longer for the cleaners to act or use some elbow grease to clean surfaces.

SWANCC has updated its guide outlining how to make your own cleaners, called the *Eco-Cleaning Guide*. It provides less-toxic or non-toxic substitutes to commercial products for the entire home and is packed full of eco-friendly tips along the way.

The *Eco-Cleaning Guide*, and all other SWANCC materials, may be downloaded online at swancc.org.

EDUCATIONAL PROGRAMS

Put Money in Your Pocket While Trimming Your Waste

SWANCC promotes waste reduction solutions whenever possible. "Reduce" and "reuse" come before "recycle" – all of which come before disposal. Recycling is good, but it is better not to use resources or generate waste in the first place. So, when at work, school, meetings or on the go, consume your favorite beverage from a reusable container. Kick it up a notch and pack a waste-free lunch with food items in reusable containers, a cloth napkin and

a reusable bag. Offer waste-free meetings with washable cups, plates and tableware. Money and resources are easy to conserve by using reusables rather than disposable items. Resources, such as energy, water, packaging and transportation all are part of the price we pay for convenience, which is illustrated by the cost comparison to the right. Choose to be a better steward of our environment. No matter how small your efforts seem, they do add up.

Cost Comparison

Coffee: 36 oz/day	Day	Year
Brewed at home	\$2.40	\$876.00
Coffee house	\$4.95	\$1,806.75

Water: 1 gal/day	Day	Year
Bottled water	\$8.59	\$3,135.35
Tap water	\$.02*	\$7.30
Tap with filter	\$0.18**	\$65.70

* Responsible Purchasing Network
** Food and Drug Administration

April Environmental Awareness Calendar Available Online



Since 1992, SWANCC has provided the *April Environmental Awareness Calendar* to highlight waste reduction activities and resource materials to assist with taking better care of our Earth—a tip per day of the month. It also provides details of the many spring and summer programs the Agency sponsors for its member communities.

To view a copy, visit swancc.org. Please feel free to print copies to post in your home, school, place of work or worship.

Earth Day will be celebrated on Tuesday, April 22, 2009. Go to earthday.net and participate in local Earth Day events. Together, we will make a difference!

Be Part of SWANCC's Trashy Fashion Project!

SWANCC is looking for creative people to turn garbage into great-looking runway outfits for the Agency's *Trashy Fashion Show*. In recognition of America Recycles Day observed on November 15th, SWANCC will host a fashion show to showcase trashy fashions on Friday, November 13, 2009, at 7 pm at the Park Center in Glenview.

Who can participate? Anyone—students, all grades, and adults—who lives in one of SWANCC's member communities can participate.

The "trashy fashions" need to be created from materials destined for the garbage – NOT purchased materials!

Three complimentary accessories made from trash should be included.

SWANCC will be hosting informational workshops where you will find out project criteria, learn techniques from a local artist and create a unique trash-to-treasure piece. You must attend one of the following workshops to be part of the *Trashy Fashion Show* or send a representative:

Thursday, April 23, 2009, 6:00-8:00 pm
Wednesday, May 27, 2009, 6:00-8:00 pm

The workshops will be held at SWANCC's office in Glenview and light refreshments will be served. If you plan to attend a workshop, registration is required at swancc.org/trashyfashionsworkshop.

There is no fee to participate in this program, but space is limited (20 per workshop) and will be granted on a first-come, first-served basis. You will be emailed a confirmation notice with additional details for the workshop once you are registered. SWANCC reserves the right to cancel a workshop if less than 10 people are registered or will add workshops on an as-needed basis.

If you have questions about this project, please contact SWANCC's Recycling and Education Director, Mary Allen, at mary@swancc.org or call (847) 724-9205, extension 204.



RECYCLING TOP 10

You want to know the whys of recycling and we would like you to be informed recyclers. The following is a list of our Top 10 residential recycling questions.

1. Why do some regions have different acceptable recycling lists?

The recyclability of any product is specific to a local community. Municipalities may have contracts with different recycling services, and different regions have the ability to recycle different things, depending on the available markets for the materials. These variables will alter the variety of recyclables the municipalities are able to accept. In some instances, the contract is the only difference, as the service is identical and the recyclables go to the same location. The next time your municipality goes out to bid for a contract, this information may be altered. Let your village know what is important to you.

2. Why can't I recycle styrofoam?

Even though a recycling symbol is on the bottom of styrofoam, or polystyrene, they cannot be recycled in the current curbside recycling program. The symbol is a coding system to identify resin types for potential recycling. Almost everything manufactured could be recyclable if there were a buyer for the material. To be recyclable, there has to be a demand in the market for the material. This determines what can or cannot be accepted. Since there is not a demand for styrofoam in our area, it cannot be recycled in our curbside bins. However, there are a few places to take styrofoam for reuse beyond the bin. For this information, go to swancc.org and click on *Green Pages*.

3. Where does my recycling go?

Recyclables are sorted by material and are used to create various products. For example, aluminum cans are most often recycled into new aluminum cans and are able to be back on a store shelf within six weeks! Aluminum products can also be made into lawn chairs, window frames, pie pans, foil, car parts or house siding. Steel cans may be recycled into new cans, vehicle parts, toys, appliances, fire hydrants or tools. Glass can be made into new bottles, tiles, road paving, marbles, jewelry or fiberglass insulation. Paper goes

to paper mills to become new paper, with recycled fibers creating grades of new paper from cardboard boxes to fine writing paper. Paper may also be recycled into game boards, animal bedding, puzzles, telephone books or egg cartons. Due to the chemical properties of plastics, they are typically not able to be remade into the same type of plastic containers. The plastic fibers from milk jugs and pop bottles, plastics #1 and some #2, are used in a range of applications including carpet, clothing, auto parts, tennis balls or park benches. Plastics #3 through #7 are most often shipped overseas. An exception to this is a program from Stonyfield Farms and Recycline, who turn used #5 yogurt cups into toothbrushes and razors.

4. Can I recycle pizza boxes?

Pizza boxes can be recycled if they are clean. Pizza boxes soaked in grease or soiled with food cannot be recycled. If the box has lots of grease and cheese, tear that part off and throw it away (or compost it) and recycle the remaining part. Also wipe away any crumbs before tossing the box in the recycling bin.

5. Where can I recycle plastic bags?

Plastic bags, including dry cleaner bags, newspaper bags and produce bags, can be recycled at most grocery stores. There are over 40 locations to drop-off bags in the SWANCC region. The thin plastic bags have a different melting point than other plastic containers. The plastic bags are also detrimental to the process at the recycling center because they are easily caught in moving machinery. By using reusable bags, you will not have a need for plastic bags to recycle.

6. Why is there a fee to recycle computer and electronic material?

Fees are standard for recycling most electronic equipment (cell phones and printer cartridges have many free outlets). These funds are used to offset the cost of collection, storage, and marketing of the materials. In most cases, items must be disassembled before they can be recycled. This is a labor-intensive process that often requires handling toxic substances. If a company says they will recycle your equipment for free, take caution that the

material might not be dealt with in an environmentally-friendly manner.

7. How can I bring in recycling to my apartment building or condo?

Single-family and multi-family units may be separate entities in your municipality. The best way to improve waste diversion rates in a multi-family building is to set up a program for the entire building through a commercial recycling provider. To get to this point, you will need to approach your board of directors or landlord and acquire enough support from your neighbors to show that this type of program is a viable option for your building. The cost of a recycling program typically can be offset by a reduction in garbage collection costs, by either reducing the size of container or frequency of pick-up.

8. What should I do with old paint?

Latex, or water-based, paint can be dried out by removing the lids in an air vented area and mixing in newspaper or kitty litter until the liquid is absorbed. Then discard with normal household refuse. Latex paint may also be recycled. Go online for details at swancc.org.

Oil-based paint should be taken to a household chemical waste collection event or drop-off site. Please go to swancc.org for further information.

9. Which material do residents generate the most in the United States?

According to the U.S. EPA, paper products take up the most space in landfills, accounting for more than 30 percent of its contents. Newspapers alone can take up as much as 13 percent of space in landfills. Yard trimmings and food scraps come in second, accounting for about 25 percent.

10. Why is it important to recycle?

Some reasons to recycle are that recycling 1) protects and expands US manufacturing jobs, 2) reduces the need for landfilling and incineration, 3) saves energy and prevents pollution caused by the extraction, processing and the manufacturing of products using virgin materials, 4) conserves natural resources and 5) helps sustain the environment for future generations.

OPENHOUSE

You are cordially invited to our 20th Annual Open House

Who: Solid Waste Agency of Northern Cook County (SWANCC)

What: Annual Open House

When: May 30, 2009 from 10:00 am - 1:00 pm

Where: 1153 N. River Road in Glenview

Why: To learn about the Glenview Transfer Station and what happens when transferring garbage from your house to the landfill. Come learn and have some fun!

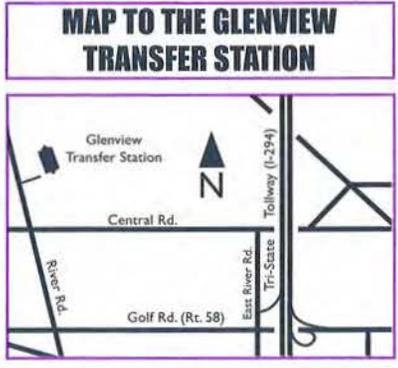


SWANCC-area residents are invited to attend SWANCC's annual Glenview Transfer Station (GTS) Open House on Saturday, May 30, 2009, from 10:00 am to 1:00 pm.

Visitors will:

- View garbage being processed at the transfer station, all from an enclosed gallery.
- Check out educational exhibits
- Learn how materials are handled on garbage pick-up day
- Participate in lawn games
- Enjoy light refreshments
- Bring American flags, eyeglasses, hearing aids and mercury-containing thermometers for recycling. Please be sure to bring mercury thermometers in a sealed plastic bag!

SWANCC's Glenview Transfer Station is located on the east side of Des Plaines/River Road, a half mile north of Central Road - directly across the street from Maryville Academy's Educational Center. If you have any questions, please call SWANCC at (847) 724-9205 or visit SWANCC's website at swancc.org.



WHERE DID MY RECYCLING GO?

DRAW A LINE FROM THE RECYCLABLES IN THIS BOX TO THE PRODUCTS THEY CAN BE MADE INTO.

ANSWERS ON BACK PAGE

RECYCLING AND ECONOMY



Americans across the country have been asking if recycling is in fact taking place in this troubled economy.

It would be impossible to know for certain whether recyclable material is actually being recycled unless you follow the entire process from curbside to the recycling center to a material processor.

Having said this, you can rest assured that your recyclables really are being recycled because they do have a dollar value, even after commodity prices dropped in the fall of 2008.

The issue of recycling is affected by region, contract and cost. Region plays a large role, as tipping fees for landfills and

recycling centers differ across the country. In SWANCC communities, contracts have stipulations binding recycling haulers to recycle the collected materials. The price of recyclables also depends on the ability to sell materials to local or global markets. Today the cost for recycling or landfilling the material in our region is roughly the same, leaving no real incentive to landfill the material over recycling it.

The price structure for these commodities before the drop in the recycling market was astoundingly high. It is relatively safe to say that the value of recyclable materials will start to increase again later this year.

Recycling is truly a global market. China imports a large amount of our country's recyclables. For example, when our economy starts to dip, China then needs less paper material to make packaging for the products it exports to the United States for purchase. Recycling from every angle is a cyclical process.

One of the most important aspects of recycling is for consumers to purchase products with recycled-content. When we fail to buy these products, the process of recycling is not feasible. There are many things you presently purchase as a consumer without much thought, such as aluminum and steel cans, the packaging material your purchase comes in or the newspaper you read. Sometimes even the oil you put in your car has been recycled.

There are plenty of other opportunities to close the loop on recycling. Paper products such as toilet paper, paper towels, tissues, notebooks, folders and copier paper come in recycled-content options. Plastic products come in forms such as clothing, carpet and lumber.

Many creative companies have found uses for recycled materials. Check out SWANCC's *Eco-Friendly Marketplace* at swancc.org showcasing the tip of the iceberg in recycled-content, free trade or sustainable products.

SWANCC on Your Cell

SWANCC now has a mobile website to better serve its residents.

You will not have to print out the details for every recycling program or collection event you want to participate in. You won't have to plan your every move, as you can access the information from any location. Simply type in swancc.mobi in your phone's browser and search information on the go.

It's easy, convenient and portable.

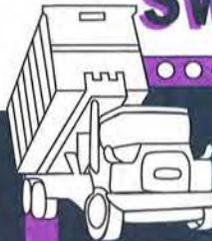


swancc.mobi

Answers: Plastic - park bench, t-shirt, tennis ball; Aluminum - aluminum can, foil, folding chair, pie pan; Paper - newspaper, game board, cardboard box; Steel - steel tuna can, fire hydrant, wrench, refrigerator; Glass - glass jar, marbles, road paving.

If you have a cleaning or home remodeling project,

SWANCC can help!



10 yard Roll-off Containers

CLEAN UP



Call SWANCC today for details!
(847) 724-9205

ONLY \$299!

we are at your disposal

- Only \$299 per container
- Available to residents only
- Next day delivery available
- Fits easily in most driveways
- Major credit cards, cash or checks

Payment terms are by credit card when the Agency's service provider calls to confirm the order or cash/check at time of delivery. This program is available for residents ONLY. NO roofing materials, hazardous waste, concrete or asphalt accepted.

Job printed on FSC Certified paper



Mixed Sources

Product group from well-managed forests and recycled wood or fiber
www.fsc.org Cert no. SW-COC-001802
© 1995 Forest Stewardship Council



Bibliography and References

<http://www.co.mchenry.il.us/>

<http://www.co.kane.il.us/kcstorm/>

<http://www.epa.state.il.us/>

<http://www.epa.gov/>

<http://www.co.lake.il.us/>

<http://www.mundelein.org/>

<http://www.co.lake.il.us/swalco/>

Handbook for Identifying Illicit Stormwater Discharges, Charlotte County Edition, Charlotte County, Florida.

Industrial User Inspection and Sampling Manual for POTWs, The Office of Wastewater Enforcement and Compliance Water Enforcement Division – USEPA, April 1994.

Illicit Discharge Detection and Elimination, A Guidance Manual for Program Development and Technical Assessments, Center for Watershed Protection, October 2004.

Lake County Illicit Discharge Detection and Elimination (IDDE) Guidance Manual, Lake County Stormwater Management Commission, November 2006.

