

DRAFT

City of Kankakee

IEPA NPDES General Permit No. ILR40-0363

Storm Water Management Program (SWMP)

For discharges from Small Municipal Separate Storm Sewer Systems (MS4)

August 18, 2017

A. General Information

1. Storm Water Management Program contact:

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2. State Authority Contact:

Name: Mr. Alan Keller, PE
Title: Manager, Permit Section
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Division of Water Pollution Control
Permit Section
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B. Governmental entities in which MS4 is located:

1. Kankakee County
- 2.

C. Names of known receiving waters:

1. Kankakee River
2. Soldier Creek
3. Gar Creek
4. Baker Creek

D. Storm Water Management Program Requirements:

1. The City must develop, implement, and enforce a storm water management program designed to reduce the discharge of pollutants from its municipal separate storm sewer system (MS4) to the maximum extent practicable (MEP), to protect water quality, and to satisfy the appropriate water quality requirements of the Illinois Pollution Control Board Rules and Regulations (35 Ill. Adm. Code, Subtitle C, Chapter 1) and the Clean Water Act. The storm water management program must include the 6 Minimum Control Measures (MCMs). The U.S. Environmental Protection Agency's National Menu of Storm Water Best Management Practices (<http://cfpub.epa.gov/npdes/stormwater/menuofbmps/index.cfm>) and the most recent version of the Illinois Urban Manual should be consulted regarding the selection of appropriate BMPs.
2. You may partner with other MS4s to develop and implement your storm water management program.
3. For further details on the requirements for each of the 6 MCMs, please refer to the latest version of the General NPDES Permit No. ILR40.

E. Minimum Control Measures (MCMs):

1. Public Education and Outreach – (MCM 1)
2. Public Participation/Involvement – (MCM 2)
3. Illicit Discharge Detection and Elimination – (MCM 3)
4. Construction Site Runoff Control – (MCM 4)
5. Post-Construction Runoff Control – (MCM 5)
6. Pollution Prevention/Good Housekeeping – (MCM 6)

F. Best Management Practices (BMPs):

A. Public Education and Outreach

- A.1 Distributed Paper Material
- A.2 Speaking Engagement
- A.3 Public Service Announcement
- A.4 Community Event
- A.5 Classroom Education Material
- A.6 Other Public Education

B. Public Participation/Involvement

- B.1 Public Panel
- B.2 Educational Volunteer
- B.3 Stakeholder Meeting
- B.4 Public Hearing
- B.5 Volunteer Monitoring
- B.6 Program Coordination
- B.7 Other Public Involvement

C. Illicit Discharge Detection and Elimination

- C.1 Storm Sewer Map Preparation
- C.2 Regulatory Control Program
- C.3 Detection/Elimination Prioritization Plan
- C.4 Illicit Discharge Tracing Procedures
- C.5 Illicit Source Removal Procedures
- C.6 Program Evaluation and Assessment
- C.7 Visual Dry Weather Screening
- C.8 Pollutant Field Testing
- C.9 Public Notification
- C.10 Other Illicit Discharge Controls

D. Construction Site Runoff Control

- D.1 Regulatory Control Program
- D.2 Erosion and Sediment Control BMPs
- D.3 Other Waste Control Program
- D.4 Site Plan Review Procedures
- D.5 Public Information Handling Procedures
- D.6 Site Inspection/Enforcement Procedures
- D.7 Other Construction Site Runoff Controls

E. Post-Construction Runoff Control

- E.1 Community Control Strategy
- E.2 Regulatory Control Program
- E.3 Long Term O&M Procedures
- E.4 Pre-Const Review of BMP Designs
- E.5 Site Inspections during Construction
- E.6 Post-Construction Inspections
- E.7 Other Post-Const Runoff Controls

F. Pollution Prevention/Good Housekeeping

- F.1 Employee Training Program
- F.2 Inspection and Maintenance Program
- F.3 Muni Operations Storm Water Control
- F.4 Municipal Operations Waste Disposal
- F.5 Flood Management/Assess Guidelines
- F.6 Other Municipal Operations Controls

Statement of Fairness – All BMPs shall and will be implemented, conducted, regulated, or enforced fairly throughout the entire City as appropriate and applicable.

Revisions – None.



MCM 1

1. Public Education and Outreach

A1: Distributed Paper Material (Recycling Brochure)

1. Description of BMP:

The Recycling Brochure is mailed to all residences and businesses within the City annually in the sewer bill and will be posted on the City website. The brochures are available at various local outlets (City Hall, Library, etc.). The Recycling Brochure includes a section about prevention of household impacts on storm water quality.

Distributed paper material will be fairly distributed via mass-mailing and available to all within the City via the City website.

2. Target Audience: City residents and business owners

3. Measurable Goals:

- a. Frequency of distribution
- b. Public awareness
- c. Reduced pollutants

4. Schedule:

- a. Ongoing
- b. To be distributed annually
- c. Begun in previous cycles

A2: Speaking Engagement

1. Description of BMP:

The City personnel will make presentations to various groups regarding storm water issues.

2. Target Audience: Students and civic groups

3. Measurable Goals:

- a. Number of speaking engagements
- b. Number of individuals present

4. Schedule:

- a. Present annual report to the City Council
- b. On request by organizations

A3: Public Service Announcement

1. Description of BMP:
Distribute public service announcements to local media for storm water cleanup related events. Place continuous reminders of recycling and yard waste removal on the City website.
2. Target Audience: City residents and business owners
3. Measurable Goals:
 - a. Number of public announcements
4. Schedule:
 - a. To be distributed at various times throughout the year

A4: Community Event (Kankakee River Cleanup, Cleanup at Bird Park, Household Hazardous Waste Collection)

1. Description of BMP:
The Kankakee River Cleanup is held annually in the fall. The Cleanup at bird Park is held annually in the spring. Household Hazardous Waste Collection is held one to two times per year. All residents can participate by bringing used oils, paints and household chemicals to a designated site for collection.
2. Target Audience: City residents and business owners
3. Measurable Goals:
 - a. Items collected (tons of trash)
 - b. Number of participants
 - c. Debris reduction
 - d. Improved awareness
 - e. Reduced pollutants
4. Schedule:
 - a. Annual events in spring and/or fall, or both
 - b. The spring event is typically in May or June
 - c. The fall event is typically in September or October

MCM 2

2. Public Participation and Involvement

B3: Stakeholder Meeting

1. Description of BMP:
The City personnel will meet annually with the City Council to update them and the public on storm water related items. The meeting will highlight the six (6) minimum control measures and the City's compliance status with same. The meeting will be publicized in the local newspaper and minutes will be taken. The City participates in the Kankakee River Basin Partnership and Illinois Water Environment Association's Water Shed Committee.
2. Target Audience: City residents and Council members
3. Measurable Goals:
 - a. Number of participants
 - b. Public questions
 - c. Public awareness
 - d. Meeting agendas and minutes
4. Schedule:
 - a. Ongoing
 - b. Hold public meeting annually
 - c. Begun in previous cycles

B7: Other Public Involvement (Cleanup Days)

1. Description of BMP:
The City will hold annual Cleanup Days for each area of the City in the spring. The City holds annual leaf collection days in the fall. Cleanup days are the most effective means of garnering public participation on a larger scale.
2. Target Audience: City residents and business owners
3. Measurable Goals:
 - a. Items collected (tons of trash)
 - b. Debris reduction
 - c. Improved awareness
 - d. Reduced pollutants

4. Schedule:

- a. The spring event is typically in May or June
- b. The fall event is typically in September or October
- c. Ongoing
- d. Begun in previous cycles

MCM 3

3. Illicit Discharge Detention and Elimination

C1: Storm Sewer Map Preparation

1. Description of BMP:

The City has a mostly up-to-date Storm Sewer Map on which sizes and some information are shown. The map is GIS-based and should be reviewed on a regular (annual) basis for potential updates as needed or as new development occurs. The map should be used as a source for locating or obtaining information concerning outfalls, storm sewers, or storm structures.
2. Measurable Goals:
 - a. Update storm sewer atlas
 - b. Review annually
3. Schedule:
 - a. Update the storm sewer atlas as soon as is practicable when revisions are needed
 - b. On a yearly basis, compile new updates to be added to the atlas
 - c. Perform file update (as needed) at least once every 5 years.

C4: Illicit Discharge Tracing Procedures

1. Description of BMP:

After outfall inspections under BMP C7 and typical storm sewer inspections, the source of any discovered contaminants or illicit discharges will be traced and investigated. Periodic inspection of residential, commercial or industrial areas should be conducted on an annual basis as may be necessary. Storm sewer systems should be inspected and cleaned where needed. Inspections and source tracing may also lead to recommended catch basin or inlet vacuuming/cleaning. Storm sewer jetting is an option in some circumstances.
2. Measurable Goals:
 - a. Clean outfalls
 - b. Removal of any illicit discharges
3. Schedule:
 - a. Ongoing
 - b. Conduct inspections annually and follow-up tracing as needed

C5: Illicit Source Removal Procedures

1. Description of BMP:

After outfall inspections under BMP C7 and tracing procedures under BMP C4, any discovered contaminants or illicit discharges will be eliminated as much as is practicable. If tracing procedures lead to specific industrial or commercial areas as the source, proper warnings or notices will be given to property owners to cease causal activities.
2. Measurable Goals:
 - a. Clean outfalls
 - b. Removal of any illicit discharges
3. Schedule:
 - a. Ongoing
 - b. Conduct inspections annually and follow-up elimination as needed

C7: Visual Dry Weather Screening (Outfall Inspections)

1. Description of BMP:

The dry weather screening program will consist of inspecting outfalls and logging the results on an appropriate inspection form. Inspections shall take place no sooner than 72 hours after a rain event. Photos of the outfalls may or may not be taken. The target goal is at least 50% of the City outfalls are to be inspected on a yearly basis. Priority outfalls should be inspected at least annually, but preferably more frequently. Any discovered illicit discharges will flag the suspect outfall for follow-up tracing and removal procedures.
2. Measurable Goals:
 - a. Clean outfalls
 - b. Inspection of 50% of outfalls yearly
 - c. Reduced illicit discharges
3. Schedule:
 - a. Perform inspections in dry weather times throughout the year, but primarily in the warm weather months no sooner than 72 hours after a rain event
 - b. Priority outfalls to be inspected at least annually, but preferably more frequently

MCM 4

4. Construction Site Runoff Control

D1: Regulatory Control Program (Storm Water Management Ordinance)

1. Description of BMP:

The City Ordinance Number 00-61 (Storm Water Management) regulates soil erosion and sediment control in runoff from construction sites. The City continues to enforce this ordinance and other development ordinances through the plan review process. The City ordinances are posted on the website.

2. Measurable Goals:

- a. Ordinance enforcement through the plan review process
- b. Reduced soil erosion and sediment

3. Schedule:

- a. Ongoing enforcement
- b. Periodic review of ordinance effectiveness and applicability

D2: Erosion and Sediment Control BMPs

1. Description of BMP:

Erosion and Sediment Control BMPs are required under the current ordinance and these requirements are enforced through the plan review process. Required site BMPs will be reviewed for effectiveness. Consideration will be given for any changes in the requirements warranted due to new or emerging technologies.

2. Measurable Goals:

- a. Ordinance enforcement
- b. Reduced soil erosion and sediment

3. Schedule:

- a. Ongoing enforcement
- b. Periodic review of ordinance effectiveness and applicability

D4: Site Plan Review Procedures

1. Description of BMP:

Development plans will continue to be reviewed under local ordinances by City Staff and/or engineering consultants, especially regarding stormwater and erosion and sediment control measures. Projects over one acre will continue to be required to submit a Notice of Intent prior to construction. A SWPPP is required with plan sets for developments larger than one acre.

2. Measurable Goals:

- a. Ordinance enforcement
- b. Reduced soil erosion and sediment

3. Schedule:

- a. Ongoing enforcement
- b. Periodic review of ordinance effectiveness and applicability

D6: Site Inspection/Enforcement Procedures

1. Description of BMP:

Weekly inspection reports will continue to be required from developers of active projects. Periodic or surprise audit inspections are conducted by the City as needed. The inspections will typically be documented on appropriate forms. Developers will be informed of any noted deficiencies in their site's erosion and sediment control measures. Copies of the documentation will be filed.

A graduated step approach with escalation in enforcement measures will be used to achieve compliance, such as initial reporting of deficiencies, notification of possible enforcement measures such as stop work orders and ticketing by the Police Department, drawing on Letter of Credit monies to have the measures implemented, and potential legal proceedings.

2. Measurable Goals:

- a. Ordinance enforcement
- b. Reduced soil erosion and sediment

3. Schedule:

- a. Ongoing enforcement
- b. Periodic inspections will be conducted as deemed necessary depending on level of activity at a site and on weather conditions
- c. Inspections of sites for which the City is responsible will be conducted weekly and after 0.5" or greater rain events



MCM 5

5. Post-Construction Runoff Control

E2: Regulatory Control Program (Post Construction Runoff Control Ordinance)

1. Description of BMP:
The City Ordinance Number 00-61 (Storm Water Management) regulates post construction storm water runoff from construction sites. The City continues to enforce this ordinance and other development ordinances throughout the plan review, construction, and post-construction process. The City ordinances are posted on the website.
2. Measurable Goals:
 - a. Ordinance enforcement through the plan review process
 - b. Reduced soil erosion and sediment
3. Schedule:
 - a. Ongoing enforcement
 - b. Periodic review of ordinance effectiveness and applicability

E3: Long Term O&M Procedures

1. Description of BMP:
Long Term Operation and Maintenance Procedures related to erosion and sediment control are required under the current ordinance and these requirements are enforced during the plan review process prior to construction.
2. Measurable Goals:
 - a. Ordinance enforcement
 - b. Reduced soil erosion and sediment
3. Schedule:
 - a. Ongoing enforcement
 - b. Periodic review of ordinance effectiveness and applicability

E4: Pre-Construction Review of BMP Designs

1. Description of BMP:

Erosion and Sediment Control BMPs are required under the current ordinance and these requirements are enforced through the plan review process prior to construction. Required site BMPs will be reviewed for effectiveness. Consideration will be given for any changes in the requirements warranted due to new or emerging technologies.

2. Measurable Goals:

- a. Ordinance enforcement
- b. Reduced soil erosion and sediment

3. Schedule:

- a. Ongoing enforcement
- b. Periodic review of ordinance effectiveness and applicability

E5: Site Inspections during Construction

1. Description of BMP:

Weekly inspection reports will continue to be required from developers of active projects. Periodic or surprise audit inspections will be conducted by the City as needed during the construction process. The inspections will typically be documented on appropriate forms. Developers will be informed of any noted deficiencies in their site's erosion and sediment control measures. Copies of the documentation will be filed.

A graduated step approach with escalation in enforcement measures will be used to achieve compliance, such as initial reporting of deficiencies, notification of possible enforcement measures such as stop work orders and ticketing by the Police Department, drawing on Letter of Credit monies to have the measures implemented, and potential legal proceedings.

2. Measurable Goals:

- a. Ordinance enforcement
- b. Reduced soil erosion and sediment

3. Schedule:

- a. Ongoing enforcement
- b. Periodic inspections will be conducted as deemed necessary depending on level of activity at a site and on weather conditions

- c. Inspections of sites for which the City is responsible will be conducted weekly and after 0.5" or greater rain events

E6: Post-Construction Inspections

1. Description of BMP:

Post-construction BMPs and facilities including storm sewer systems, grading, and stormwater detention facilities will be inspected after the sites are completed and request for the acceptance of the development is received. Final inspections will be part of any newly constructed development.

Furthermore, the goal is to inspect existing stormwater management systems throughout the year on an as needed basis. Storm sewers and structures will be cleaned, vacuumed, or jetted as needed.

2. Measurable Goals:

- a. Ordinance enforcement
- b. Reduced soil erosion and sediment

3. Schedule:

- a. Ongoing enforcement
- b. Developments will receive final acceptance and release of the development security only after punch lists and any deficiencies are corrected. The developments will also be inspected before the expiration of the maintenance bond that is put in place after acceptance.

MCM 6

6. Pollution Prevention and Good Housekeeping

F1: Employee Training Program

1. Description of BMP:

Appropriate employees will be provided training for pollution prevention measures, such as training in the use of salt spreading, distribution rates, proper snow-plowing, procedures for disposal of oil, salt storage, fuel dispensing, handling of solvents, outfall inspections, monitoring, catch basin cleaning, construction site inspections or audits, etc.

Appropriate employees will be provided refresher training or information to reinforce the established pollution measures in place. This may involve the use of various videos applicable to the subject matter.

2. Measurable Goals:

- a. Conduct at least one training session per year
- b. Informed staff

3. Schedule:

Summer or fall on an annual basis

F2: Inspection and Maintenance Program

1. Description of BMP:

Routine inspection and maintenance of City streets, storm sewers, storm inlets and catch basins, ditches, swales, and stormwater detention facilities are part of the typical Environmental Services Utility responsibilities. This includes street sweeping, storm structure vacuuming, jetting, or repair, and debris, branch and leaf collection. Systems and facilities are primarily under continuous surveillance rather than on a rigidly established schedule; however, some scheduling is involved.

2. Measurable Goals:

- a. Keep City systems in top operating condition
- b. Reduced pollutants or contaminants

3. Schedule:

- a. Ongoing and as needed
- b. Street-sweeping – will be performed 3–4 times throughout the year during the seasonal months (typically April through October)

- c. Inlets/Catch Basins – will be inspected and maintained as needed throughout the year – needed repairs may be performed in-house or by contractor. Catch basins will be cleaned per a 2 to 3-year cycle.
- d. Storm sewers – will be inspected and cleaned or jetted on an as needed basis throughout the year – significant maintenance issues may not be able to be repaired immediately and may require special budgeting and scheduling depending on severity and impacts to drainage.
- e. Detention ponds/basins – City-owned detention basins will be inspected periodically and maintained as needed – debris will be cleared from outlets as necessary to promote proper drainage. Other detention basins will be similarly inspected and maintained if proper easements allow for City access.
- f. Culverts – if under City control, will be inspected and debris removed as needed
- g. Ditch, swale or creek cleaning – will be inspected and cleaned as needed on an annual basis
- h. Snow Plowing and Deicing – roadways under the City control will be plowed of snow and deiced as needed during the cold weather months and performed on a yearly basis
- i. Leaf Pickup – will be done during the fall if the leaves are placed in the street boulevard. Dates for leaf pickup will be posted on the City website.
- j. Maintenance Yard – will be kept clean and tidy to facilitate Environmental Services Utility functions.

F3: Municipal Operations Storm Water Control

1. Description of BMP:

The BMPs for municipal operations for stormwater control will be reviewed for effectiveness and audited for compliance with the program. Revisions will be made as necessary. Typical municipal operations will continue to adhere to established and known stormwater control measures.

2. Measurable Goals:

- a. Program effectiveness
- b. Program compliance
- c. Reduced pollutants or contaminants

3. Schedule:

- a. Ongoing
- b. Yearly review to take place in February or March



F4: Municipal Operations Waste Disposal

1. Description of BMP:

The BMPs for municipal operations for waste control will be reviewed for effectiveness and audited for compliance with the program. Revisions will be made as necessary. Typical municipal operations will continue to adhere to established and known waste disposal measures. Waste disposal is typically logged and may be handled directly by City staff or through a contracted disposal service. Fluids such as oil and coolant from vehicle maintenance are collected and disposed of per typical methods as mentioned above. Triple basins are routinely cleaned per typical procedures. Spilled fuel is mopped up with an absorbent product or similar material and disposed of properly.

2. Measurable Goals:

- a. Program effectiveness
- b. Program compliance
- c. Reduced pollutants or contaminants

3. Schedule:

- a. Ongoing
- b. Yearly review to take place in February or March

G. Monitoring, Recordkeeping, and Reporting:

1. Monitoring:

Monitoring shall include at least annual monitoring of receiving waters upstream and downstream of the MS4 discharges, use of indicators to gauge the effects of stormwater discharges on the physical/habitat-related aspects of the receiving waters, and/or monitoring of the effectiveness of the BMPs.

2. Recordkeeping:

- a. The City must keep records required by the ILR40 permit for up to 5 years after the expiration date of the permit.
- b. All records shall be kept onsite or locally available and shall be made accessible to the Agency (IEPA) for review at the time of an on-site inspection.
- c. Except as otherwise required by the ILR40 permit, the City must submit its records to the IEPA only when specifically asked to do so.
- d. As required by the ILR40 permit, the following (at a minimum) must be posted on the City website:
 - i. Current Notice of intent (NOI)
 - ii. Storm Water Management Program/Plan (SWMP)
 - iii. Annual reports
- e. Storm sewer maps may be withheld for security reasons

3. Reporting:

- a. The City must submit annual reports to the IEPA by the first day of June (**June 1**) for each year that the ILR40 permit is in effect.
- b. If the City maintains a website, a copy of the annual report shall be posted on the website by June 1 of each year.
- c. Each report shall cover the period from March of the previous year through March of the current year. Please refer to the ILR40 permit for the list of items the annual report must include.

H. Revisions:

1. 8/22/17 – Initial plan
- 2.
- 3.
- 4.
- 5.