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

Part I. General Information

1. MS 4 Operator Name: City of Evanston

2. MS4 Mailing Address: 2100 Ridge Avenue
   City: Evanston
   State: IL
   Other: 

3. Operator Type: City
   Other: 

4. Operator Status: Local
   Other: 

5. Name(s) of governmental entity(ies) in which MS4 is located:
   City of Evanston

6. Area of land that drains to your MS4 in square miles: 8.2

7. Latitude and Longitude at approximate geographical center of MS4 for which you are requesting authorization to discharge:
   Latitude: 42 Degrees 20 Minutes
   Longitude: 87 Degrees 41 Minutes

8. Name(s) of known receiving waters
   Lake Michigan
   North Shore Channel (Chicago River System)
9. Persons responsible for implementation or coordination of Stormwater Management Program:

Name: David Stoneback  Title: Director of Utilities  Phone: 847-448-8198

Area of Responsibility: ____________________________________________________________

Name: __________________________________ Title: ___________________________ Phone: __________

Area of Responsibility: ____________________________________________________________

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

A. Public Education and Outreach

Qualifying Local Programs:

See attached Exhibit A for more detailed information.

Measurable Goals (include shared responsibilities)

- A.1 Distributed Paper Material

Brief Description of BMP:

Use Evanston Life, a City-issued magazine, to provide stormwater management information to residents.

Measurable Goals, including frequencies:

3 publications/year

Milestones:

Go to Additional Pages

Year 1: ________________________________________________________________

Year 2: ________________________________________________________________

Year 3: ________________________________________________________________

Year 4: ________________________________________________________________

Year 5: ________________________________________________________________

- A.2 Speaking Engagement

Brief Description of BMP:

Provide speakers at community meetings to foster stormwater discussion and raise public awareness.

Measurable Goals, including frequencies:
1 event/year

Milestones:
Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

A.3 Public Service Announcement

Brief Description of BMP:
Provide website information on residential waste management on recycling, street cleaning, yard waste collection, and hazardous waste disposal.

Measurable Goals, including frequencies:
2 website updates/year

Milestones:
Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

A.4 Community Event

Brief Description of BMP:
Host Earth Day/Arbor Day Celebration.

Measurable Goals, including frequencies:
1 event/year

Milestones:
A.5 Classroom Education Material

Brief Description of BMP:
Provide after school programming on good stormwater management practices targeted to low-income youth.

Measurable Goals, including frequencies:
1 program/year

Milestones:
Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

A.6 Other Public Education

Brief Description of BMP:
Provide youth group programming on good environmental practices.

Measurable Goals, including frequencies:
Develop 10 programs over a 5-year period.

Milestones:
Year 1:
B. Public Participation/Involvement

Measurable Goals (include shared responsibilities)

Qualifying Local Programs:

See attached Exhibit A for more detailed information.

Brief Description of BMP:

Public commission to investigate stormwater management policies.

Measurable Goals, including frequencies:

Evanston Environment Board to dedicate 1 meeting/18 months to stormwater.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Go to Additional Pages

☐ B.2 Educational Volunteer

☐ B.3 Stakeholder Meeting
B.4 Public Hearing

Brief Description of BMP:

Provide public review and comment period for MS4 Permit Application.

Measurable Goals, including frequencies:

Provide a 15 day public comment period.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

B.5 Volunteer Monitoring

Brief Description of BMP:

Participate in Illinois River Watch to engage public in monitoring the water quality in the North Shore Canal.

Measurable Goals, including frequencies:

Develop 3 kits for public use. 1 promotion/year soliciting volunteers.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

B.6. Program Involvement

Brief Description of BMP:

(You may need to go to the next page to fill in this information)
Have community organization host public event for cleaning up the North Shore Canal through the Friends of the Chicago River.

Measurable Goals, including frequencies:

1 cleanup event/year

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

B.7 Other Public Involvement

Brief Description of BMP:

Update existing Climate Action Plan that sets goals for the establishment of the City's BMPs for sustainable practices.

Measurable Goals, including frequencies:

1 update/5-year permit period

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:
C. Illicit Discharge Detection and Elimination

Qualifying Local Programs:

See attached Exhibit A for more detailed information.

Measurable Goals (include shared responsibilities)

☑ C.1 Sewer Map Preparation

Brief Description of BMP:

Maintain accurate storm sewer map in GIS.

Measurable Goals, including frequencies:

Update map 1/year with any changes that have occurred.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Go to Additional Pages

☑ C.2 Regulatory Control Program

(You may need to go to the next page to fill in this information)
Brief Description of BMP:

Maintain City Code that prohibits illicit connections.

Measurable Goals, including frequencies:

Review City Code once/year to determine if updates are needed.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Go to Additional Pages

☑ C.3 Detection/Elimination Prioritization Plan  (You may need to go to the next page to fill in this information)

Brief Description of BMP:

Illicit Discharge Inspection Program

Measurable Goals, including frequencies:

MWRD performs routine inspections for all development to determine if updates are needed.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Go to Additional Pages

☑ C.4 Illicit Discharge Tracing Procedures  (You may need to go to the next page to fill in this information)
Brief Description of BMP:
Illicit Discharge Tracing Program

Measurable Goals, including frequencies:
Upon detection of illicit discharge, 100% are traced to source.

Milestones:
Year 1: 

Year 2: 

Year 3: 

Year 4: 

Year 5: 

Go to Additional Pages

☐ C.5 Illicit Source Removal Procedures (You may need to go to the next page to fill in this information)

Brief Description of BMP:
Illicit Discharge Elimination Program

Measurable Goals, including frequencies:
100% of known illicit connections are eliminated.

Milestones:
Year 1: 

Year 2: 

Year 3: 

Year 4: 

Year 5: 

Go to Additional Pages

☐ C.6 Program Evaluation and Assessment

☒ C.7 Visual Dry Weather Screening (You may need to go to the next page to fill in this information)
**Visual Dry Weather Screening of Storm Sewers**

**Measurable Goals, including frequencies:**

Inspect all storm sewer outfalls operated by the City of Evanston once/year for discharge during dry weather.

**Milestones:**

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

[Go to Additional Pages]

- [ ] C.8 Pollutant Field Testing
- [ ] C.9 Public Notification
- [ ] C.10 Other Illicit Discharge Controls

**D. Construction Site Runoff Control**

**Measurable Goals (include shared responsibilities)**

**Qualifying Local Programs:**

See attached Exhibit A for more detailed information.

- [ ] D.1 Regulatory Control Program

(You may need to go to the next page to fill in this information)

**Brief Description of BMP:**

Establish a construction runoff mitigation ordinance to require erosion and sediment controls at construction sites, as well as sanctions to ensure compliance.

**Measurable Goals, including frequencies:**

Complete within 1 year of Metropolitan Water Reclamation District adopting an ordinance for Cook County.

**Milestones:**

Year 1:

Year 2:

Year 3:

Year 4:
Year 5:

Go to Additional Pages

D.4 Site Plan Review Procedures (You may need to go to the next page to fill in this information)

Brief Description of BMP:

Site Plan and Appearance Review Committee to review private building projects in the City for stormwater management practices, appearance and utility issues prior to the construction.

Measurable Goals, including frequencies:

Schedule a minimum of 2 meetings/month to review projects under development.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Go to Additional Pages

D.5 Public Information Handling Procedures (You may need to go to the next page to fill in this information)

Brief Description of BMP:

Provide public with information on stormwater management requirements for construction sites.

Measurable Goals, including frequencies:

Implement by 2015.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:
Year 5:

Go to Additional Pages

☑ D.6 Site Inspection/Enforcement Procedures  (You may need to go to the next page to fill in this information)

Brief Description of BMP:

Implement site inspection of construction sites for stormwater management.

Measurable Goals, including frequencies:

Implement by 2014.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Go to Additional Pages

☐ D.7 Other Construction Site Runoff Controls
E. Post-Construction Runoff Control

Qualifying Local Programs:

See attached Exhibit A for more detailed information.

Measurable Goals (include shared responsibilities)

- E.1 Community Control Strategy

Brief Description of BMP:

Incorporate green infrastructure on Public Works projects.

Measurable Goals, including frequencies:

100% of all public works projects evaluated during the planning phase to determine if it is appropriate to incorporate green infrastructure.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Go to Additional Pages:

- E.2 Regulatory Control Program
Brief Description of BMP:

Stormwater Control Ordinance

Measurable Goals, including frequencies:

Update existing ordinance to allow for green infrastructure alternatives to stormwater detention by 2019.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

[Box] E.3 Long Term O & M Procedures (You may need to go to the next page to fill in this information)

Brief Description of BMP:

Annual inspection of stormwater detention facilities.

Measurable Goals, including frequencies:

98% of stormwater detention facilities inspected per year.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

[Box] E.4 Pre-Construction Review of BMP Designs (You may need to go to the next page to fill in this information)
Brief Description of BMP:

Building Site Plan Review of private building projects with potential stormwater impacts prior to issuance of building permits for compliance with City stormwater ordinance.

Measurable Goals, including frequencies:

100% review of projects with stormwater impacts.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Go to Additional Pages

☐ E.5 Site Inspections During Construction
☒ E.6 Post-Construction Inspections

Brief Description of BMP:

Stormwater Detention Construction Inspection - inspect all projects with stormwater infrastructure requirements prior to issuing the Certificate of Final Occupancy.

Measurable Goals, including frequencies:

100% of projects with stormwater requirements inspected

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Go to Additional Pages

☐ E.7 Other Post-Construction Runoff Controls
F. Pollution Prevention/Good Housekeeping

Measurable Goals (include shared responsibilities)

Qualifying Local Programs:

See attached Exhibit A for more detailed information.

☒ F.1 Employee Training Program  (You may need to go to the next page to fill in this information)

Brief Description of BMP:

All Public Works and Utilities field staff to participate in employee training program on good stormwater management practices.

Measurable Goals, including frequencies:

80% of field staff trained/year

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Go to Additional Pages

☒ F.2 Inspection and Maintenance Program  (You may need to go to the next page to fill in this information)
Brief Description of BMP:
Street Cleaning Program

Measurable Goals, including frequencies:
Each street cleaned a minimum of once every 3 weeks during spring, summer and fall.

Milestones:
Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Go to Additional Pages

F.3 Municipal Operations Storm Water Control (You may need to go to the next page to fill in this information)

Brief Description of BMP:
Upgrade salt spreading system to use salt more efficiently.

Measurable Goals, including frequencies:
Decrease tons salt used/inches of snow annually.

Milestones:
Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

Go to Additional Pages

F.4 Municipal Operations Waste Disposal (You may need to go to the next page to fill in this information)
Brief Description of BMP:

Provide internal City recycling programs.

Measurable Goals, including frequencies:

Increase tons/year of recyclables collected.

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:

F.6 Other Municipal Operations Controls (You may need to go to the next page to fill in this information)

Brief Description of BMP:

Develop Operations and Maintenance Plans for City Facilities.

Measurable Goals, including frequencies:

Complete plan for 1 additional facility/year

Milestones:

Year 1:

Year 2:

Year 3:

Year 4:

Year 5:
Part III. Certification

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

Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony (415 ILCS 5/44 (h)).

David D. Stoneback
Utilities Director
9/30/13

Authorized Representative Name
Title
Date

Authorized Representative Signature

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

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

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

BMP Number A.1.2

Develop brochures to educate residents on good stormwater management practices for homeowners and make them available at community centers and City events.

BMP Number A.1.3

Utilize Utility Bill to provide information on stormwater management to all property owners.

BMP Number A.2.2

Hold classes on good stormwater management practices for homeowners, with topics such as rain barrel use, rain gardens and other topics.

BMP Number A.3.2

Provide information to residents on stormwater management practices using e-newsletter to target both English and Spanish speaking communities.

BMP Number A.3.3

Provide video outreach on good stormwater management practices.

BMP Number A.4.2

Host recycling fair to provide information to residents on recycling practices, and to provide drop-off for household recycling.

BMP Number A.4.3

Host Green Living Festival to educate residents on sustainable living practices, including water conservation, stormwater management, recycling and composting.

BMP Number A.5.2

Increase environmental education for area schools in the Urban Forestry Program, Great Lakes Program and other related school programs.
BMP Number A.6.2

Use Tap Water Station to provide tap water at community outdoor events to reduce pollution from bottled water use and provide education.

BMP Number A.6.3

Develop educational habitat signage for the Ladd Arboretum to highlight natural features that facilitate stormwater management.
B. Public Participation/Involvement

BMP Number B.5.2
Increase volunteer involvement in Treekeepers, a program that trains residents in the monitoring and care of public and private trees.

BMP Number B.6.2
Host public events through the Parks and Recreation Department for habitat restoration adjacent to the North Shore Canal and/or Lake Michigan.

BMP Number B.6.3
Engage youth by hosting events through the Parks and Recreation Department for habitat restoration adjacent to the North Shore Canal and/or Lake Michigan.

BMP Number B.7.2
Increase special waste collection by providing City locations where residents can drop off specific household wastes that are not collected as part of the normal recycling program.

BMP Number B.7.3
Increase the volunteer hours that residents spend on environmental and stormwater management activities.
C. Illicit Discharge Detection and

BMP Number

Add Another BMP  Delete Last Entry
D. Construction Site Runoff Control

BMP Number D.4.2
Include review of stormwater management practices during construction as part of the building plan review process by reviewing all projects over 5,000 sq ft for stormwater protection compliance during construction.

BMP Number D.6.2
Meet periodically to review status of construction site compliance with stormwater management requirements and provide ongoing training to inspectors.

BMP Number D.6.3
Inspect construction sites periodically over the duration of construction for compliance with stormwater management requirements.
E. Post-Construction Runoff Control

BMP Number E.1.2
Increase funding on public projects to improve stormwater management in the public way.

BMP Number E.1.3
Develop City-wide inventory of green infrastructure locations.

BMP Number E.1.4
Increase public awareness of green infrastructure by installing green infrastructure in local pilot projects.

BMP Number E.1.5
Maintain City-owned lands as green space capable of infiltrating stormwater.

BMP Number E.4.2
Provide stormwater management design information to developers.
F. Pollution Prevention/Good

BMP Number F.2.2

Catch Basin and Storm Sewer Cleaning Program - 30% of sewers and catch basins cleaned/year.

BMP Number F.4.2

Develop City standard specifications for recycling and waste diversion on City construction projects.

BMP Number F.4.3

Have annual internal City recycling event to promote recycling within City operations.
## City of Evanston
### 2013 MS4 Permit Application Best Management Practices

### A. PUBLIC EDUCATION AND OUTREACH

<table>
<thead>
<tr>
<th>BMP Program</th>
<th>BMP</th>
<th>Detailed Practice</th>
<th>Responsibility</th>
<th>Measureable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A.1 Distributed Paper Material</strong></td>
<td>Use Evanston Life, a City-issued magazine, to provide stormwater mgmt information to residents</td>
<td>Provide articles on trash pickup, recycling, street cleaning, and special waste disposal (pharmaceuticals, household chemical products)</td>
<td>City Manager's Office Public Works Utilities</td>
<td>3 publications/year</td>
</tr>
<tr>
<td></td>
<td>Develop brochures to educate residents on good stormwater management practices for homeowners</td>
<td>Make available at community centers and City events</td>
<td>Parks and Recreation (Ecology Center)</td>
<td>1 new publication/year</td>
</tr>
<tr>
<td></td>
<td>Utilize Utility Bill to provide information on stormwater management to all property owners</td>
<td>Insert information on back of envelope or back of utility bill</td>
<td>City Manager's Office Utilities</td>
<td>1 communication/year</td>
</tr>
<tr>
<td><strong>A.2 Speaking Engagement</strong></td>
<td>Provide speakers at community meetings to foster stormwater discussion and raise public awareness</td>
<td>Use Green Drinks or similar forum to foster discussion on stormwater management practices at a community event</td>
<td>Utilities Department Citizens for Greener Evanston</td>
<td>1 event/year</td>
</tr>
<tr>
<td></td>
<td>Hold classes on good stormwater management practices for homeowners</td>
<td>Host classes on rain barrel use, rain gardens and other topics</td>
<td>Parks and Recreation</td>
<td>2 classes/year</td>
</tr>
<tr>
<td><strong>A.3 Public Service Announcements</strong></td>
<td>Provide website information on residential waste management</td>
<td>City of Evanston includes information on recycling, street cleaning, yard waste collection, hazardous waste disposal</td>
<td>City Manager's Office Public Works</td>
<td>2 website updates/year</td>
</tr>
<tr>
<td></td>
<td>Provide information to residents on stormwater management practices using e-newsletter</td>
<td>Use e-newsletter to target both English and Spanish speaking communities</td>
<td>City Manager's Office Utilities</td>
<td>1 newsletter/year in English</td>
</tr>
<tr>
<td></td>
<td>Provide video outreach on good stormwater management practices</td>
<td>Develop video to post on website and show on TV</td>
<td>City Manager’s Office Utilities</td>
<td>1 newsletter/year in Spanish</td>
</tr>
<tr>
<td><strong>A.4 Community Events</strong></td>
<td>Earth Day/Arbor Day Celebration</td>
<td>Provide information on the care and planting of trees within the City</td>
<td>Parks and Recreation</td>
<td>1/year</td>
</tr>
<tr>
<td></td>
<td>Recycling Fair</td>
<td>Provide information to residents on recycling practices and provide drop-off for household recycling</td>
<td>Public Works</td>
<td>1/year</td>
</tr>
<tr>
<td></td>
<td>Green Living Festival</td>
<td>Educate residents on sustainable living practices, including water conservation, stormwater management, recycling and composting</td>
<td>Parks and Recreation Utilities</td>
<td>1/year</td>
</tr>
</tbody>
</table>
## City of Evanston
### 2013 MS4 Permit Application Best Management Practices

#### A. PUBLIC EDUCATION AND OUTREACH

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</thead>
<tbody>
<tr>
<td>A.5 Classroom Education</td>
<td>After-school programming on good stormwater management practices targeted to low-income youth</td>
<td>Target low-income youth through City-provided after school programs</td>
<td>Parks and Recreation</td>
<td>1 program/year</td>
</tr>
<tr>
<td></td>
<td>Environmental education for area schools</td>
<td>Increase participation in Urban Forestry Program, Great Lakes Program, and other related school programming</td>
<td>Parks and Recreation</td>
<td>Increase number of students participating/year</td>
</tr>
<tr>
<td>A.6 Other Public Education</td>
<td>Youth group programming on good environmental practices</td>
<td>Provide outings for youth groups, such as scouts</td>
<td>Parks and Recreation</td>
<td>Develop 10 programs over 5-year permit period</td>
</tr>
<tr>
<td></td>
<td>Tap water station</td>
<td>Use Tap Water Station to provide tap water at community outdoor events to reduce pollution from bottled water use and provide education</td>
<td>Utilities</td>
<td>10 events/year</td>
</tr>
<tr>
<td></td>
<td>Ladd Arboretum educational signage</td>
<td>Develop educational habitat signage for the arboretum to highlight natural features that facilitate stormwater management</td>
<td>Parks and Recreation</td>
<td>15 outdoor educational displays</td>
</tr>
</tbody>
</table>
### B. PUBLIC EDUCATION AND OUTREACH

<table>
<thead>
<tr>
<th>BMP Program</th>
<th>BMP</th>
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</tr>
</thead>
<tbody>
<tr>
<td>B.1 Public Panel</td>
<td>Public commission to investigate stormwater management policies</td>
<td>Investigate activities that affect the environment, and develop policy recommendations to submit to City Council</td>
<td>Evanston Environment Board</td>
<td>1 dedicated stormwater meeting/18 months</td>
</tr>
<tr>
<td>B.4 Public Hearing</td>
<td>Public review and comment period for MS4 permit application</td>
<td>Publicize MS4 permit application and solicit public comment on proposed Best Management Practices</td>
<td>City Manager's Office Utilities</td>
<td>15 day public comment period</td>
</tr>
<tr>
<td>B.5 Volunteer Monitoring</td>
<td>Illinois River Watch</td>
<td>Engage public in monitoring the water quality for the North Shore Canal</td>
<td>Parks and Recreation</td>
<td>Develop 3 kits for public use 1 promotion/year soliciting volunteers</td>
</tr>
<tr>
<td></td>
<td>TreeKeepers</td>
<td>Increase volunteer involvement in TreeKeepers, a program that trains residents in the monitoring and care of public and private trees</td>
<td>Parks and Recreation</td>
<td>Increase the number of trained TreeKeepers/year</td>
</tr>
<tr>
<td>B.6 Program Involvement</td>
<td>North Shore Canal clean-up events</td>
<td>Host public event for cleaning up the North Shore Canal</td>
<td>Friends of the Chicago River</td>
<td>1 cleanup event/year</td>
</tr>
<tr>
<td></td>
<td>North Shore Canal and Lake Michigan habitat restoration events for public</td>
<td>Host public events for habitat restoration adjacent to the North Shore Canal and/or Lake Michigan</td>
<td>Parks and Recreation</td>
<td>4 restoration events/year</td>
</tr>
<tr>
<td></td>
<td>North Shore Canal and Lake Michigan habitat restoration events for youth</td>
<td>Engage youth for habitat restoration adjacent to the North Shore Canal and/or Lake Michigan</td>
<td>Parks and Recreation</td>
<td>2 restoration events/year (general youth) 2 restoration events/year (low-income youth)</td>
</tr>
<tr>
<td>B.7 Other Public Involvement</td>
<td>Climate Action Plan</td>
<td>Update existing plan that set goals for the establishment of the City’s BMPs for sustainable practices</td>
<td>City Manager's Office</td>
<td>1 update/5-year permit period</td>
</tr>
<tr>
<td></td>
<td>Increase special waste collection</td>
<td>Provide City locations where residents can dropoff specific household wastes that are not collected as part of the normal recycling program</td>
<td>Public Works</td>
<td>4 locations</td>
</tr>
<tr>
<td></td>
<td>Increase volunteer opportunities for environmental/ stormwater management activities</td>
<td>Increase the volunteer hours that residents spend on environmental and stormwater management activities</td>
<td>City Manager's Office Parks and Recreation Public Works</td>
<td>Increase hours/year</td>
</tr>
</tbody>
</table>
## C. ILLICIT DISCHARGE DETECTION AND ELIMINATION

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>C.1 Storm Sewer Map Preparation</td>
<td>Maintain accurate storm sewer map in GIS</td>
<td>Update map once/year with any changes that have occurred</td>
<td>Administrative Services Utilities</td>
<td>1 update/year</td>
</tr>
<tr>
<td>C.2 Regulatory Control Panel</td>
<td>Maintain City Code that prohibits illicit connections</td>
<td>Review City Code Section 7-13-8(B) annually to determine if updates are needed</td>
<td>Utilities</td>
<td>1 update/year</td>
</tr>
<tr>
<td>C.3 Detection/Elimination</td>
<td>Illicit Discharge inspection Program</td>
<td>Perform routine inspections for all development to verify proper installation for sanitary and combined sewers</td>
<td>Metropolitan Water Reclamation District of Greater Chicago (MWRD)</td>
<td>Maintain ongoing program</td>
</tr>
<tr>
<td>Prioritization Plan</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C.4 Illicit Discharge Tracing</td>
<td>Illicit Discharge Tracing Program</td>
<td>Upon detection of illicit discharge, trace the source</td>
<td>Utilities</td>
<td>100% of illicit connections traced to source.</td>
</tr>
<tr>
<td>Procedures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C.5 Illicit Source Removal</td>
<td>Illicit Discharge Elimination Program</td>
<td>Upon determination of illicit connection, utilize City Code to eliminate source</td>
<td>Utilities</td>
<td>100% of known illicit connections eliminated</td>
</tr>
<tr>
<td>Procedures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C.7 Visual Dry Weather Screening</td>
<td>Dry weather screening of storm sewers</td>
<td>Inspect all storm sewer outfalls operated by the City of Evanston once/year for discharge during dry weather</td>
<td>Utilities</td>
<td>100% of storm sewer outfalls inspected/year</td>
</tr>
</tbody>
</table>
## EXHIBIT A
City of Evanston
2013 MS4 Permit Application Best Management Practices

### D. Construction Site Runoff Control

<table>
<thead>
<tr>
<th>BMP Program</th>
<th>BMP</th>
<th>Detailed Practice</th>
<th>Responsibility</th>
<th>Measureable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>D.1 Regulatory Control Program</td>
<td>Construction runoff mitigation ordinance</td>
<td>Establish an ordinance to require erosion and sediment controls at construction sites, as well as sanctions to ensure compliance</td>
<td>Public Works Utilities</td>
<td>Complete within 1 year of Metropolitan Water Reclamation District adopting an ordinance for Cook County</td>
</tr>
<tr>
<td>D.4 Site Plan Review Procedures</td>
<td>Site Plan and Appearance Review Committee</td>
<td>Review private building projects in the City for stormwater management practices, appearance and utility issues prior to the construction</td>
<td>Community and Economic Development Public Works Utilities</td>
<td>Schedule a minimum of 2 meetings/month to review projects under development</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Include review of stormwater management practices during construction as part of the building plan review process</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Review all projects over 5,000 sq ft for stormwater protection compliance during construction</td>
<td>Community and Economic Development Public Works</td>
<td>100% of sites greater than 5,000 sq ft reviewed</td>
</tr>
<tr>
<td>D.5 Public Information Handling Procedures</td>
<td>Provide public with information on stormwater management requirements for construction sites</td>
<td>Develop a webpage of stormwater management requirements for construction sites</td>
<td>Public Works</td>
<td>Implement by 2015</td>
</tr>
<tr>
<td>D.6 Site Inspection/Enforcement Procedures</td>
<td>Implement site inspection of construction sites for stormwater management</td>
<td>Develop a checklist and training for building site inspectors to monitor stormwater control compliance on construction sites. Checklists to be developed by Utilities and reviewed by Community and Economic Development and Public Works</td>
<td>Community and Economic Development Public Works Utilities</td>
<td>Implement by 2014</td>
</tr>
<tr>
<td></td>
<td>Ongoing review of construction site compliance and inspections</td>
<td>Meet periodically to review status of construction site compliance and provide ongoing training to inspectors</td>
<td>Community and Economic Development Public Works Utilities</td>
<td>4 meetings/year</td>
</tr>
<tr>
<td></td>
<td>Construction Site Inspections</td>
<td>Inspect construction sites periodically over the duration of construction</td>
<td>Community and Economic Development Public Works Utilities</td>
<td>Beginning in 2015, each site inspected a minimum of 2 times while under construction</td>
</tr>
</tbody>
</table>
### E. Post Construction Runoff Control

<table>
<thead>
<tr>
<th>BMP Program</th>
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<th>Detailed Practice</th>
<th>Responsibility</th>
<th>Measureable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>E.1 Community Control Strategy</strong></td>
<td>Incorporate green infrastructure on Public Works projects</td>
<td>Evaluate all public works projects during the planning phase to determine if it is appropriate to incorporate green infrastructure</td>
<td>Public Works</td>
<td>100% of projects evaluated</td>
</tr>
<tr>
<td></td>
<td>Increase funding on public projects to improve stormwater management in the public way</td>
<td>Budget to provide stormwater management improvements on street resurfacing and water main improvement projects</td>
<td>Utilities</td>
<td>Budget $150,000/year</td>
</tr>
<tr>
<td></td>
<td>Develop City-wide inventory of green infrastructure locations</td>
<td>Use Microsoft Office to develop a list of green infrastructure locations</td>
<td>City Manager’s Office Public Works</td>
<td>Initial list completed by 2015 Update 1/year after initial list completed</td>
</tr>
<tr>
<td></td>
<td>Increase public awareness of green infrastructure by installing green infrastructure in local pilot projects</td>
<td>Complete 1 pilot project per year installing green infrastructure such as permeable sidewalk or permeable pavement. Target City wards with the least amount of green infrastructure to increase geographic dispersion</td>
<td>Public Works</td>
<td>1 pilot project/year</td>
</tr>
<tr>
<td></td>
<td>Maintain City-owned lands as green space capable of infiltrating stormwater</td>
<td>Track the percentage of City-owned lands that are maintained as green-space</td>
<td>Public Works</td>
<td>Initial calculation by 2014 Update 1/year after initial calculation</td>
</tr>
<tr>
<td><strong>E.2 Regulatory Control Program</strong></td>
<td>Stormwater Control Ordinance</td>
<td>Update existing stormwater control ordinance to allow green infrastructure alternatives to stormwater detention</td>
<td>Public Works Utilities</td>
<td>Complete by 2019</td>
</tr>
<tr>
<td><strong>E.3 Long-Term O&amp;M Procedures</strong></td>
<td>Annual Inspection of Stormwater Detention Facilities</td>
<td>Inspect all public and private properties permitted for stormwater detention under the Stormwater Control Ordinance to determine if system is being maintained in compliance with the ordinance</td>
<td>Utilities</td>
<td>98% of stormwater detention facilities inspected per year</td>
</tr>
</tbody>
</table>
# E. Post Construction Runoff Control

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>E.4 Pre-Construction Review of BMP Designs</td>
<td>Building Site Plan Review</td>
<td>Review of private building projects with potential stormwater impacts prior to issuance of building permits for compliance with City stormwater ordinance</td>
<td>Public Works</td>
<td>100% review of projects with stormwater impacts</td>
</tr>
<tr>
<td></td>
<td>Provide stormwater management design information to developers</td>
<td>Provide standard details to developers on incorporating stormwater management infrastructure on public and private property</td>
<td>Public Works Utilities</td>
<td>Complete by 2014</td>
</tr>
<tr>
<td>E.6 Post-Construction Inspections</td>
<td>Stormwater Detention Construction Inspection</td>
<td>Inspect all projects with stormwater infrastructure requirements prior to issuing the Certificate of Final Occupancy</td>
<td>Public Works</td>
<td>100% of projects with stormwater requirements inspected</td>
</tr>
</tbody>
</table>
### EXHIBIT A
City of Evanston
2013 MS4 Permit Application Best Management Practices

**F. Pollution Prevention/Good Housekeeping**

<table>
<thead>
<tr>
<th>BMP Program</th>
<th>BMP</th>
<th>Detailed Practice</th>
<th>Responsibility</th>
<th>Measurable Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>F.1 Employee Training Program</td>
<td>Employee training program on good stormwater management practices</td>
<td>All Public Works and Utilities field staff to receive annual training on good stormwater management practices</td>
<td>Public Works Utilities</td>
<td>80% of field staff trained/year</td>
</tr>
<tr>
<td>F.2 Inspection and Maintenance Program</td>
<td>Street Cleaning Program</td>
<td>Every street cleaned periodically to keep dirt and debris out of storm sewer system</td>
<td>Public Works Utilities</td>
<td>Each street cleaned a minimum of once every 3 weeks during spring, summer and fall</td>
</tr>
<tr>
<td></td>
<td>Catch Basin and Storm Sewer Cleaning Program</td>
<td>Catch basins and storm sewer cleaned periodically to keep them operating properly</td>
<td>Utilities</td>
<td>30% of sewers and catch basins cleaned/year</td>
</tr>
<tr>
<td>F.3 Municipal Operations Storm Water Control</td>
<td>Upgrade salt spreading system to use salt more efficiently</td>
<td>Upgrade City salt spreading system to use agricultural byproducts to increase salt efficiency and decrease overall salt used</td>
<td>Public Works Utilities</td>
<td>Decrease tons salt used/inches of snow annually</td>
</tr>
<tr>
<td>F.4 Municipal Operations Waste Disposal</td>
<td>Provide internal City recycling programs</td>
<td>Provide comprehensive recycling at City facilities including: tires, oil, anti-freeze, fluorescent bulbs and toner cartridges, in addition to standard recycling streams</td>
<td>City Manager’s Office Public Works</td>
<td>Increase tons/year of recyclables collected</td>
</tr>
<tr>
<td></td>
<td>Increase recycling of construction waste on City projects</td>
<td>Develop City standard specifications for recycling and waste diversion on City construction projects</td>
<td>Public Works Utilities</td>
<td>Complete by 2016</td>
</tr>
<tr>
<td></td>
<td>Internal City recycling events</td>
<td>Have annual internal City recycling event to promote recycling within City operations</td>
<td>City Manager’s Office Public Works</td>
<td>Increase tons/year of recyclables collected</td>
</tr>
<tr>
<td>F.6 Other Municipal Operations Controls</td>
<td>Develop Operations and Maintenance Plans for City Facilities</td>
<td>Develop O&amp;M plans for each of the City facilities developing guidelines for facility-specific waste-generating operations and maintenance activities to minimize pollution and other impacts</td>
<td>Public Works Utilities</td>
<td>Complete plan for 1 additional facility/year</td>
</tr>
</tbody>
</table>