

**ILLINOIS ENVIRONMENTAL PROTECTION AGENCY  
ANNUAL FACILITY INSPECTION REPORT  
NPDES PERMIT FOR STORM WATER DISCHARGES  
FROM MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4)**

Website address: <http://www.epa.state.il.us/water/permits/storm-water/forms/annual-facility-inspection-ms4.pdf>

Complete each section of this report.

REPORTING PERIOD FROM: MARCH, 2003	TO: MARCH 2004	ILR40
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**MS4 OPERATOR INFORMATION: (As it appears on the current permit)**

NAME: Village of Inverness		TELEPHONE NUMBER: 847-358-7740	
MAILING ADDRESS: 1415 Baldwin Rd.			
CITY: Inverness	STATE: IL	ZIP: 60067	COUNTY: Cook
CONTACT PERSON: (Person responsible for Annual Report) Curt Carver, Village Administrator			

**NAME(S) OF GOVERNMENTAL ENTITY(IES) IN WHICH MS4 IS LOCATED: (As it appears on the current permit)**

Cook County	

**THE FOLLOWING ITEMS MUST BE ADDRESSED.**

**A. CHANGES TO BEST MANAGEMENT PRACTICES (check appropriate BMP change(s) and attach information regarding change(s) to BMP and measurable goals.)**

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

**B.**  
Attach the status of compliance with permit conditions, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP, and your identified measurable goals for each of the minimum control measures.

**C.**  
Attach results of information collected and analyzed, including monitoring data, if any during the reporting period.

**D.**  
Attach a summary of the storm water activities you plan to undertake during the next reporting cycle ( including an implementation schedule.)

**E.**  
Attach notice that you are relying on another government entity to satisfy some of your permit obligations (if applicable).

**F.**  
Attach a list of construction projects that your entity has paid for during the reporting period.

SIGNATURE: 	DATE: 3/23/04
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Please submit inspection reports to:

Illinois Environmental Protection Agency, DWPC  
Compliance Assurance Section  
1021 North Grand Avenue East, POB 19276  
Springfield, Illinois 62794-9276

Information required by this form must be provided to comply with 415 ILCS 5/39 (1996). Failure to do so may prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.

# **MS4 Annual Facility Inspection Report**

**Illinois Environmental Protection Agency  
National Pollutant Discharge Elimination System Phase II**

**Permit Year 1: March 2003 to March 2004**

***Village of Inverness***

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## Part A. Changes to Best Management Practices

**Note:** X indicates BMPs performed that were proposed in your NPDES permit  
 ✓ indicates changes to BMPs proposed in your NPDES permit

Year 1	
Village of Inverness	
<b>A. Public Education and Outreach</b>	
X	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>B. Public Participation/Involvement</b>	
	B.1 Public Panel
	B.2 Educational Volunteer
	B.3 Stakeholder Meeting
X	B.4 Public Hearing
	B.5 Volunteer Monitoring
	B.6 Program Coordination
	B.7 Other Public Involvement
<b>C. Illicit Discharge Detection and Elimination</b>	
X	C.1 Storm Sewer Map Preparation
X	C.2 Regulatory Control Program
	C.3 Detection/Elimination Prioritization Plan
X	C.4 Illicit Discharge Tracing Procedures
X	C.5 Illicit Source Removal Procedures
	C.6 Program Evaluation and Assessment
X	C.7 Visual Dry Weather Screening
	C.8 Pollutant Field Testing
	C.9 Public Notification
	C.10 Other Illicit Discharge Controls

Year 1	
Village of Inverness	
<b>D. Construction Site Runoff Control</b>	
X	D.1 Regulatory Control Program
X	D.2 Erosion and Sediment Control BMPs
	D.3 Other Waste Control Program
X	D.4 Site Plan Review Procedures
	D.5 Public Information Handling Procedures
X	D.6 Site Inspection/Enforcement Procedures
	D.7 Other Construction Site Runoff Controls
<b>E. Post-Construction Runoff Control</b>	
	E.1 Community Control Strategy
X	E.2 Regulatory Control Program
X	E.3 Long Term O&M Procedures
X	E.4 Pre-Const Review of BMP Designs
X	E.5 Site Inspections During Construction
X	E.6 Post-Construction Inspections
	E.7 Other Post-Const Runoff Controls
<b>F. Pollution Prevention/Good Housekeeping</b>	
X	F.1 Employee Training Program
	F.2 Inspection and Maintenance Program
	F.3 Municipal Operations Storm Water Control
	F.4 Municipal Operations Waste Disposal
	F.5 Flood Management/Assess Guidelines
	F.6 Other Municipal Operations Controls

## **Part B. Status of Compliance with Permit Conditions**

The status of BMPs and measurable goals performed in Year 1 is described below.

### **1. Public Education and Outreach**

The Village of Inverness is committing to conduct Public Education and Outreach as part of its permit compliance. Public Education and Outreach requires implementation of a program to distribute educational material to the community and inform the public steps they can take to reduce pollutants to storm water runoff.

#### **A.1 Distributed Paper Material**

The Village of Inverness will select and make available to its residents brochures and pamphlets related to BMP and storm water management provided by public entities, environmental organizations, and public interest groups.

*Measurable Goals: Research information on BMPs and storm water management that can be printed and made available to residents.*

**The Village of Inverness continues to research and find information from various organizations that pertains to storm water management.**

### **2. Public Participation/Involvement**

#### **B.4 Public Hearing**

MS4 will conduct a public meeting to discuss ongoing program implementation.

*Measurable Goals: Present summary of ongoing program implementation (annual report) at public meeting.*

### **3. Illicit Discharge Detection and Elimination**

The Village will perform activities related to the Illicit Discharge Detection and Elimination (IDDE) minimum control. The majority of these activities will be related to IDDE program design.

#### **C.1 Storm Water Map Preparation:**

The Village of Inverness will prepare a map showing all drainage facilities under Village jurisdiction and identify all outfalls and receiving waters.

*Measurable Goals: Create and maintain an outfall map.*

**The Village of Inverness intends to apply resources toward the completion of an outfall map.**

#### **C.2 Regulatory Control Program:**

The Village of Inverness will enforce its ordinances prohibiting discharges of non-storm water discharges.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary.*

**Current Village of Inverness ordinances that facilitate enforcement are in the municipal code under Title 9; “Health and Sanitation Regulations.” Ordinances 9-1-3, and 9-1-6 state that no person shall cause, threaten or allow the discharge of residential or industrial wastes to storm sewers or drainage systems. Further, ordinance 9-3-1 lists several nuisances regarding the affect upon watercourses and littering.**

**C.4 Illicit Discharge Tracing Procedures:**

Efforts to locate illicit discharges will be documented.

*Measureable Goals: Catalogue efforts to locate illicit discharges and keep on file.*

**The Village of Inverness intends to apply resources toward the locating and documenting of illicit discharges.**

**C.5 Illicit Source Removal Procedures:**

The Village of Inverness will develop and implement procedures for detecting, investigating, and eliminating illegal discharges.

*Measurable Goals: Develop a protocol for stopping illicit discharges at their source.*

**The Village intends to apply resources toward the development of a procedure that will stop illicit discharges at their source.**

**C.7 Visual Dry Weather Screening:**

The Village of Inverness will perform dry weather screening of outfalls.

*Measurable Goals: Screen a percentage of outfalls within the Village per year.*

**The Village of Inverness intends to apply resources toward screening a percentage of outfalls each year.**

**4. Construction Site Runoff Control**

**D.1 Regulatory Control Program:**

The Village of Inverness will enforce its ordinances related to erosion and sediment control on construction sites.

*Measurable Goals: Continue to implement and enforce the Village ordinances.  
Review and revise ordinances as necessary.*

**The Village of Inverness has within its municipal code, under Title 4, “Building Regulations,” Chapter 8, “Erosion and Sediment Control,” ordinances that facilitate the enforcement of erosion and sediment control measures on construction sites.**

## **D.2 Erosion and Sediment Control BMPS:**

The Village of Inverness will develop and implement guidelines for BMP's.

*Measurable Goals: Review, and revise current regulations and procedures concerning the permitting and inspection processes to encourage the use of erosion and sediment control BMP's at construction sites.*

**The Village of Inverness intends to apply resources toward the review and revision of current regulations and procedures concerning the permitting and inspection processes to encourage the use of erosion and sediment control BMP's at construction sites and appending them as efforts prove necessary.**

## **D.4 Site Plan Review Procedures:**

The Village of Inverness will review construction permit application submittals for compliance with the Village soil erosion and sediment control regulations.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary on an annual basis.*

**The Village of Inverness has within its municipal code, under Title 4, "Building Regulations," Chapter 8, "Erosion and Sediment Control," regulations and procedures for the permitting processes of applying and reviewing.**

## **D.6 Site Inspection/Enforcement Procedures:**

The Village of Inverness will review and revise its procedures for site inspections and issuing warnings.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary on an annual basis.*

**The Village of Inverness has within its municipal code, under Title 4, "Building Regulations," Chapter 8, "Erosion and Sediment Control," inspection procedures for construction sites that will be reviewed.**

## **5. Post-Construction Runoff Control**

### **E.2 Regulatory Control Program:**

The Village of Inverness currently has a zoning ordinance and an erosion and sediment control ordinance which will be reviewed and revised to include sanctions to ensure compliance; requirements for operators of construction sites of one acre or more to implement erosion sediment control best management practices and control construction waste products; and require construction sites to meet the requirements of Part IV of NPDES Permit No. ILR10 and the Illinois Urban Manual.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary on an annual basis.*

**The Village of Inverness intends to apply resources toward the review and revision of Title 5, “Zoning Regulations,” and Title 4, Chapter 8, “Erosion and Sediment Control,” of the Municipal Code.**

**E.3 Long Term O&M Procedures:**

The Village plans to develop measures to address this BMP, including procedures for inspecting detention basins and plans for long-term operation and maintenance.

*Measurable Goals: Develop procedures for inspecting detention basins and plans for long-term operation and maintenance.*

**The Village of Inverness intends to apply resources toward the development of procedures for inspecting detention basins and plans for long-term operation and maintenance.**

**E.4 Pre-Construction Review of BMP Designs:**

In conjunction with BMP D.4, erosion and sediment control plans must be reviewed by the Village prior to permit issuance.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary on an annual basis.*

**The Village of Inverness has within its municipal code, under Title 4, “Building Regulations,” Chapter 8, “Erosion and Sediment Control,” regulations and procedures for the permitting processes of applying and reviewing.**

**E.5 Site Inspections During Construction:**

In conjunction with BMP D.6 The Village of Inverness will establish procedures for inspections during construction, and procedures for issuing warnings and assessing penalties to ensure compliance with the Village erosion and sediment control ordinance.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary on an annual basis.*

**The Village of Inverness has within its municipal code, under Title 4, “Building Regulations,” Chapter 8, “Erosion and Sediment Control,” inspection procedures for construction sites.**

**E.6 Post-Construction Inspections:**

The Village of Inverness will establish procedures for inspections after construction, and procedures for issuing warnings and assessing penalties to ensure compliance with the Village erosion and sediment control ordinance.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary on an annual basis.*



**The Village of Inverness has within its municipal code, under Title 4, “Building Regulations,” Chapter 8, “Erosion and Sediment Control,” inspection procedures for construction sites.**

## **6. Pollution Prevention/Good Housekeeping**

### **F.1 Employee Training Program:**

This minimum control measure involves the development and implementation of an operation and maintenance program to reduce the discharge of pollutants from municipal operations.

*Measurable Goals: Develop a program of education for Village staff*

**The Village of Inverness intends to apply resources toward the development of an education program that will equip Village staff with the tools to effectively reduce the discharge of pollutants from municipal operations.**

## **Part C. Information and Data Collection Results**

Year 1 activities related to illicit discharge detection and elimination consisted primarily of program planning efforts. Therefore, no information or data was collected during this period.

## Part D. Summary of Year 2 Storm water Activities

The following table summarizes the BMPs committed to for Year 2. Specific BMPs and measurable goals for Year 2 Storm water Management Program development activities are presented in the sections following the table.

**Note: X indicates BMPs committed to for Year 2.**

Year 2	
Village of Inverness	
<b>A. Public Education and Outreach</b>	
X	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>B. Public Participation/Involvement</b>	
	B.1 Public Panel
	B.2 Educational Volunteer
	B.3 Stakeholder Meeting
X	B.4 Public Hearing
	B.5 Volunteer Monitoring
	B.6 Program Coordination
	B.7 Other Public Involvement
<b>C. Illicit Discharge Detection and Elimination</b>	
X	C.1 Storm Sewer Map Preparation
X	C.2 Regulatory Control Program
	C.3 Detection/Elimination Prioritization Plan
X	C.4 Illicit Discharge Tracing Procedures
X	C.5 Illicit Source Removal Procedures
	C.6 Program Evaluation and Assessment
X	C.7 Visual Dry Weather Screening
	C.8 Pollutant Field Testing
	C.9 Public Notification
	C.10 Other Illicit Discharge Controls

Year 2	
Village of Inverness	
<b>D. Construction Site Runoff Control</b>	
X	D.1 Regulatory Control Program
X	D.2 Erosion and Sediment Control BMPs
	D.3 Other Waste Control Program
X	D.4 Site Plan Review Procedures
	D.5 Public Information Handling Procedures
X	D.6 Site Inspection/Enforcement Procedures
	D.7 Other Construction Site Runoff Controls
<b>E. Post-Construction Runoff Control</b>	
	E.1 Community Control Strategy
X	E.2 Regulatory Control Program
X	E.3 Long Term O&M Procedures
X	E.4 Pre-Const Review of BMP Designs
X	E.5 Site Inspections During Construction
X	E.6 Post-Construction Inspections
	E.7 Other Post-Const Runoff Controls
<b>F. Pollution Prevention/Good Housekeeping</b>	
X	F.1 Employee Training Program
	F.2 Inspection and Maintenance Program
	F.3 Municipal Operations Storm Water Control
	F.4 Municipal Operations Waste Disposal
	F.5 Flood Management/Assess Guidelines
	F.6 Other Municipal Operations Controls

## **1. Public Education and Outreach**

The Village of Inverness is committing to conduct Public Education and Outreach as part of its permit compliance. Public Education and Outreach requires implementation of a program to distribute educational material to the community and inform the public steps they can take to reduce pollutants to storm water runoff.

### **A.1 Distributed Paper Material**

The Village of Inverness will select and make available to its residents brochures and pamphlets related to BMP and storm water management provided by public entities, environmental organizations, and public interest groups.

*Measurable Goals: Research information on BMPs and storm water management that can be printed and made available to residents.*

## **2. Public Participation/Involvement**

### **B.4 Public Hearing**

MS4 will conduct a public meeting to discuss ongoing program implementation.

*Measurable Goals: Present summary of ongoing program implementation (annual report) at public meeting.*

## **3. Illicit Discharge Detection and Elimination**

The Village will perform activities related to the Illicit Discharge Detection and Elimination (IDDE) minimum control. The majority of these activities will be related to IDDE program design.

### **C.1 Storm Water Map Preparation:**

The Village of Inverness will prepare a map showing all drainage facilities under Village jurisdiction and identify all outfalls and receiving waters.

*Measurable Goals: Create and maintain an outfall map.*

### **C.2 Regulatory Control Program:**

The Village of Inverness will enforce its ordinances prohibiting discharges of non-storm water discharges.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary.*

### **C.4 Illicit Discharge Tracing Procedures:**

Efforts to locate illicit discharges will be documented.

*Measureable Goals: Catalogue efforts to locate illicit discharges and keep on file.*

**C.5 Illicit Source Removal Procedures:**

The Village of Inverness will develop and implement procedures for detecting, investigating, and eliminating illegal discharges.

*Measurable Goals: Develop a protocol for stopping illicit discharges at their source.*

**C.7 Visual Dry Weather Screening:**

The Village of Inverness will perform dry weather screening of outfalls.

*Measurable Goals: Screen a percentage of outfalls within the Village per year.*

**4. Construction Site Runoff Control**

**D.1 Regulatory Control Program:**

The Village of Inverness will enforce its ordinances related to erosion and sediment control on construction sites.

*Measurable Goals: Continue to implement and enforce the Village ordinances.  
Review and revise ordinances as necessary.*

**D.2 Erosion and Sediment Control BMPS:**

The Village of Inverness will develop and implement guidelines for BMP's.

*Measurable Goals: Review, and revise current regulations and procedures concerning the permitting and inspection processes to encourage the use of erosion and sediment control BMP's at construction sites.*

**D.4 Site Plan Review Procedures:**

The Village of Inverness will review construction permit application submittals for compliance with the Village soil erosion and sediment control regulations.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary on an annual basis.*

**D.6 Site Inspection/Enforcement Procedures:**

The Village of Inverness will review and revise its procedures for site inspections and issuing warnings.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary on an annual basis.*

**5. Post-Construction Runoff Control**

**E.2 Regulatory Control Program:**

The Village of Inverness currently has a zoning ordinance and an erosion and sediment control ordinance which will be reviewed and revised to include sanctions to ensure

compliance; requirements for operators of construction sites of one acre or more to implement erosion sediment control best management practices and control construction waste products; and require construction sites to meet the requirements of Part IV of NPDES Permit No. ILR10 and the Illinois Urban Manual.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary on an annual basis.*

### **E.3 Long Term O&M Procedures:**

The Village plans to develop measures to address this BMP, including procedures for inspecting detention basins and plans for long-term operation and maintenance.

*Measurable Goals: Develop procedures for inspecting detention basins and plans for long-term operation and maintenance.*

### **E.4 Pre-Construction Review of BMP Designs:**

In conjunction with BMP D.4, erosion and sediment control plans must be reviewed by the Village prior to permit issuance.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary on an annual basis.*

### **E.5 Site Inspections During Construction:**

In conjunction with BMP D.6 The Village of Inverness will establish procedures for inspections during construction, and procedures for issuing warnings and assessing penalties to ensure compliance with the Village erosion and sediment control ordinance.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary on an annual basis.*

### **E.6 Post-Construction Inspections:**

The Village of Inverness will establish procedures for inspections after construction, and procedures for issuing warnings and assessing penalties to ensure compliance with the Village erosion and sediment control ordinance.

*Measurable Goals: Continue to implement and enforce the Village ordinance.  
Review and revise ordinances as necessary on an annual basis.*

## **6. Pollution Prevention/Good Housekeeping**

### **F.1 Employee Training Program:**

This minimum control measure involves the development and implementation of an operation and maintenance program to reduce the discharge of pollutants from municipal operations.

*Measurable Goals: Develop a program of education for Village staff.*

## **Part E. Notice of Qualifying Local Program**

N/A

