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September 27, 2013

Project No.: 13-770.MAT

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

Attn: Mr. Alan Keller, PE  
Manager, Permit Section

RE: Village of Matteson  
**NPDES Permit MS4 – 2014 NOI Renewal**  
Permit No. ILR40 - 0383

Dear Mr. Keller:

Enclosed please find the 2014 **Notice of Intent** for Renewal of the General Permit for Discharges from Municipal Separate Storm Sewer Systems (MS4's) for the Village of Matteson.

This documentation has also been emailed to [epa.ms4annualinsp@illinois.gov](mailto:epa.ms4annualinsp@illinois.gov). If you have any questions, please call me at (708) 210-5678.

Very truly yours,

**ROBINSON ENGINEERING, LTD.**

A handwritten signature in blue ink that reads "Dana E. Ludwig". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Dana E. Ludwig, PE  
CFM, CPESC, LEED AP  
Senior Engineer

Encl.

xc: Bart Gilliam, Director of Public Works – Village of Matteson  
Jay Patel – IEPA-Des Plaines office  
Ernest Roberts – Village Engineer – REL (letter only)



# Illinois Environmental Protection Agency

Bureau of Water • 1021 North Grand Avenue East • P.O. Box 19276 • Springfield • Illinois • 62794-9276

## 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: Village of Matteson

2. MS4 Mailing Address: 4900 Village Commons

City: Matteson State: IL

3. Operator Type: Village Other: \_\_\_\_\_

4. Operator Status: Local Other: \_\_\_\_\_

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

Cook County

6. Area of land that drains to your MS4 in square miles: 16.5

7. Latitude and Longitude at approximate geographical center of MS4 for which you are requesting authorization to discharge:

Latitude:			Longitude:		
<u>41</u>	<u>30</u>	<u>14</u>	<u>87</u>	<u>42</u>	<u>47</u>
Degrees	Minutes:	Seconds:	Degrees:	Minutes:	Seconds:

8. Name(s) of known receiving waters

Butterfield Creek

9. Persons responsible for implementation or coordination of Stormwater Management Program:

Name: Bart Gilliam Title: Public Works Director Phone: 708-283-5423

Area of Responsibility: Entire Program

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Area of Responsibility: \_\_\_\_\_

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:

N/A

Measurable Goals (include shared responsibilities)

- A.1 Distributed Paper Material

Brief Description of BMP:

Create paper flyers educating residents and/or businesses about the impacts of stormwater discharges on local waterbodies and the steps that can be taken to reduce stormwater pollution.

Measurable Goals, including frequencies:

Create a unique flyer and distribute at least 200 each year at Village events and/or from public buildings within the Village.

Milestones:

Go to Additional Pages

Year 1:

Create a unique flyer and distribute at least 200 each year at Village events and/or public buildings within the Village.

Year 2:

Create a unique flyer and distribute at least 200 each year at Village events and/or public buildings within the Village.

Year 3:

Create a unique flyer and distribute at least 200 each year at Village events and/or public buildings within the Village.

Year 4:

Create a unique flyer and distribute at least 200 each year at Village events and/or public buildings within the Village.

Year 5:

Create a unique flyer and distribute at least 200 each year at Village events and/or public buildings within the Village.

- A.2 Speaking Engagement
- A.3 Public Service Announcement
- A.4 Community Event

Brief Description of BMP:

At the Matteson Family Days event in June, reach out to residents about the impacts of stormwater discharges on local waterbodies and the steps that can be taken to reduce stormwater pollution.

Measurable Goals, including frequencies:

The Village will utilize a coloring book or other type of handout to reach out to approximately 50 adults and/or children one time per year.

Milestones:

Year 1:

The Village will utilize a coloring book or other type of handout to reach out to approximately 50 adults and/or children one time per year.

Year 2:

The Village will utilize a coloring book or other type of handout to reach out to approximately 50 adults and/or children one time per year.

Year 3:

The Village will utilize a coloring book or other type of handout to reach out to approximately 50 adults and/or children one time per year.

Year 4:

The Village will utilize a coloring book or other type of handout to reach out to approximately 50 adults and/or children one time per year.

Year 5:

The Village will utilize a coloring book or other type of handout to reach out to approximately 50 adults and/or children one time per year.

Go to Additional Pages

A.5 Classroom Education Material

A.6 Other Public Education (You may need to go to the next page to fill in this information)

Brief Description of BMP:

Place a small article or mini-poster in the newsletter educating residents and/or businesses about the impacts of stormwater discharges on local waterbodies and the steps that can be taken to reduce stormwater pollution.

Measurable Goals, including frequencies:

Include a small article or mini-poster in the newsletter once every quarter.

Milestones:

Year 1:

Include a small article or mini-poster in the newsletter once every quarter.

Year 2:

Include a small article or mini-poster in the newsletter once every quarter.

Year 3:

Include a small article or mini-poster in the newsletter once every quarter.

Year 4:

Include a small article or mini-poster in the newsletter once every quarter.



Year 5:

Include a small article or mini-poster in the newsletter once every quarter.

Go to Additional Pages

**B.Public Participation/Involvement**

Measurable Goals (include shared responsibilities)

Qualifying Local Programs:

B.2 Educational Volunteer

B.3 Stakeholder Meeting

B.4 Public Hearing

B.5 Volunteer Monitoring

B.6. Program Involvement

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

Brief Description of BMP:

At the Matteson Family Days event in June, reach out to residents about the impacts of stormwater discharges on local waterbodies and the steps that can be taken to reduce stormwater pollution.

Measurable Goals, including frequencies:

The Village will utilize a coloring book or other type of handout to engage the interest of approx. 50 children one time per year.

Milestones:

Year 1:

The Village will utilize a coloring book or other type of handout to engage the interest of approx. 50 children one time per year.

Year 2:

The Village will utilize a coloring book or other type of handout to engage the interest of approx. 50 children one time per year.

Year 3:

The Village will utilize a coloring book or other type of handout to engage the interest of approx. 50 children one time per year.

Year 4:

The Village will utilize a coloring book or other type of handout to engage the interest of approx. 50 children one time per year.

Year 5:

The Village will utilize a coloring book or other type of handout to engage the interest of approx. 50 children one time per year.

Go to Additional Pages

B.7 Other Public Involvement

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

Brief Description of BMP:

Team with the Sheriff's Office for community cleanups (similar to past years).

Measurable Goals, including frequencies:

Coordinate at least 5 cleanup days per year with at least 10 people in attendance each day.

Milestones:

Year 1:

Coordinate at least 5 cleanup days per year with at least 10 people in attendance each day.

Year 2:

Coordinate at least 5 cleanup days per year with at least 10 people in attendance each day.

Year 3:

Coordinate at least 5 cleanup days per year with at least 10 people in attendance each day.

Year 4:

Coordinate at least 5 cleanup days per year with at least 10 people in attendance each day.

Year 5:

Coordinate at least 5 cleanup days per year with at least 10 people in attendance each day.

Go to Additional  
Pages

**C. Illicit Discharge Detection and Elimination**

Qualifying Local Programs:

N/A

Measurable Goals (include shared responsibilities)

C.1 Sewer Map Preparation (You may need to go to the next page to fill in this information)

Brief Description of BMP:

The Village will update its Storm Sewer Map as needed to reflect new development and/or Village projects.

Measurable Goals, including frequencies:

The map will be reviewed once per year; it will be updated and reprinted as needed.

Milestones:

Year 1:

The map will be reviewed once per year; it will be updated and reprinted as needed.

Year 2:

The map will be reviewed once per year; it will be updated and reprinted as needed.

Year 3:

The map will be reviewed once per year; it will be updated and reprinted as needed.

Year 4:

The map will be reviewed once per year; it will be updated and reprinted as needed.

Year 5:

The map will be reviewed once per year; it will be updated and reprinted as needed.

Go to Additional Pages

C.2 Regulatory Control Program (You may need to go to the next page to fill in this information)

Village has various ordinances in place pertaining to illicit discharge elimination. The Village will also follow the guidance of the CWP Guidance Manual in the event more specific procedures are needed.

Measurable Goals, including frequencies:

In the event that an illicit discharge is determined, utilize Village ordinances and CWP procedures to expedite removal of the illicit discharge.

Milestones:

Year 1:

Utilize Village ordinances and CWP procedures to expedite removal of the illicit discharge (if needed).

Year 2:

Utilize Village ordinances and CWP procedures to expedite removal of the illicit discharge (if needed).

Year 3:

Utilize Village ordinances and CWP procedures to expedite removal of the illicit discharge (if needed).

Year 4:

Utilize Village ordinances and CWP procedures to expedite removal of the illicit discharge (if needed).

Year 5:

Utilize Village ordinances and CWP procedures to expedite removal of the illicit discharge (if needed).

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:

Following the Visual Dry Weather Screening, utilize the CWP Guidance Manual to prioritize detection and elimination of illicit discharges.

Measurable Goals, including frequencies:

Following the Visual Dry Weather Screening, utilize the CWP Guidance Manual to prioritize detection and elimination of illicit discharges.

Milestones:

Year 1:

Utilize the CWP Guidance Manual to prioritize detection and elimination of illicit discharges.

Year 2:

Utilize the CWP Guidance Manual to prioritize detection and elimination of illicit discharges.

Year 3:

Utilize the CWP Guidance Manual to prioritize detection and elimination of illicit discharges.

Year 4:

Utilize the CWP Guidance Manual to prioritize detection and elimination of illicit discharges.

Year 5:

Utilize the CWP Guidance Manual to prioritize detection and elimination of illicit discharges.

Go to Additional Pages

C.4 Illicit Discharge Tracing Procedures (You may need to go to the next page to fill in this information)



Following the Visual Dry Weather Screening, utilize the CWP Guidance Manual for tracing procedures of illicit discharges (if needed).

Measurable Goals, including frequencies:

Following the Visual Dry Weather Screening, utilize the CWP Guidance Manual for tracing procedures of illicit discharges (if needed)

Milestones:

Year 1:

Utilize the CWP Guidance Manual for tracing procedures of illicit discharges (if needed).

Year 2:

Utilize the CWP Guidance Manual for tracing procedures of illicit discharges (if needed).

Year 3:

Utilize the CWP Guidance Manual for tracing procedures of illicit discharges (if needed).

Year 4:

Utilize the CWP Guidance Manual for tracing procedures of illicit discharges (if needed).

Year 5:

Utilize the CWP Guidance Manual for tracing procedures of illicit discharges (if needed).

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:

Following the Visual Dry Weather Screening, utilize the CWP Guidance Manual for source removal procedures of illicit discharges (if needed).

Measurable Goals, including frequencies:

Following the Visual Dry Weather Screening, utilize the CWP Guidance Manual for source removal procedures of illicit discharges (if needed).

Milestones:

Year 1:

Utilize the CWP Guidance Manual for source removal procedures of illicit discharges (if needed).

Year 2:

Utilize the CWP Guidance Manual for source removal procedures of illicit discharges (if needed).

Year 3:

Utilize the CWP Guidance Manual for source removal procedures of illicit discharges (if needed).

Year 4:

Utilize the CWP Guidance Manual for source removal procedures of illicit discharges (if needed).

Year 5:

Utilize the CWP Guidance Manual for source removal procedures of illicit discharges (if needed).

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)

Inspection of major Village outfalls will be completed at least every other year and documentation of the conditions (through a form and photograph) will be kept as a baseline for future inspections.

Measurable Goals, including frequencies:

Inspect major outfalls at least every other year and document the conditions through a form and photograph.

Milestones:

Year 1:

Inspect major outfalls at least every other year and document the conditions through a form and photograph.

Year 2:

Inspect major outfalls at least every other year and document the conditions through a form and photograph.

Year 3:

Inspect major outfalls at least every other year and document the conditions through a form and photograph.

Year 4:

Inspect major outfalls at least every other year and document the conditions through a form and photograph.

Year 5:

Inspect major outfalls at least every other year and document the conditions through a form and photograph.

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:

N/A

- D.1 Regulatory Control Program (You may need to go to the next page to fill in this information)

Brief Description of BMP:

The Village has various ordinances in place for construction site runoff control. These ordinances will be enforced on all construction projects by developers and/or the Village.

Measurable Goals, including frequencies:

The Village will enforce applicable ordinances for construction projects.

Milestones:

Year 1:

The Village will enforce applicable ordinances for construction projects.

Year 2:

The Village will enforce applicable ordinances for construction projects.

Year 3:

The Village will enforce applicable ordinances for construction projects.

Year 4:

The Village will enforce applicable ordinances for construction projects.

Year 5:

The Village will enforce applicable ordinances for construction projects.

Go to Additional Pages

D.2 Erosion and Sediment Control BMPs (You may need to go to the next page to fill in this information)

Brief Description of BMP:

The Village will enforce installation and maintenance of erosion and sediment control BMPs for construction projects.

Measurable Goals, including frequencies:

The Village will enforce installation and maintenance of erosion and sediment control BMPs for construction projects.

Milestones:

Year 1:

The Village will enforce installation and maintenance of erosion and sediment control BMPs for construction projects.

Year 2:

The Village will enforce installation and maintenance of erosion and sediment control BMPs for construction projects.

Year 3:

The Village will enforce installation and maintenance of erosion and sediment control BMPs for construction projects.

Year 4:

The Village will enforce installation and maintenance of erosion and sediment control BMPs for construction projects.

Year 5:

The Village will enforce installation and maintenance of erosion and sediment control BMPs for construction projects.

Go to Additional Pages

D.3 Other Waste Control Program

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

Brief Description of BMP:

The Village has a procedure in place for development applications and plan reviews which will continue on an as-needed basis.

Measurable Goals, including frequencies:

The Village has a procedure in place for development applications and plan reviews which will continue on an as-needed basis.

Milestones:

Year 1:

The Village has a procedure in place for development applications and plan reviews which will continue on an as-needed basis.

Year 2:

The Village has a procedure in place for development applications and plan reviews which will continue on an as-needed basis.

Year 3:

The Village has a procedure in place for development applications and plan reviews which will continue on an as-needed basis.

Year 4:

The Village has a procedure in place for development applications and plan reviews which will continue on an as-needed basis.



The Village has a procedure in place for development applications and plan reviews which will continue on an as-needed basis.

Go to Additional Pages

D.5 Public Information Handling Procedures

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

Brief Description of BMP:

The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Measurable Goals, including frequencies:

The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Milestones:

Year 1:

The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Year 2:

The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Year 3:

The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Year 4:

The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Year 5:

The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Go to Additional Pages

D.7 Other Construction Site Runoff Controls

**E. Post-Construction Runoff Control**

Qualifying Local Programs:

N/A

Measurable Goals (include shared responsibilities)

- E.1 Community Control Strategy
- E.2 Regulatory Control Program

Brief Description of BMP:

The Village has various ordinances in place for post-construction site runoff control. These ordinances will be enforced on all construction projects by developers and/or the Village.

Measurable Goals, including frequencies:

The Village will enforce applicable ordinances.

Milestones:

Year 1:

The Village will enforce applicable ordinances.

Year 2:

The Village will enforce applicable ordinances.

Year 3:

The Village will enforce applicable ordinances.

Year 4:

The Village will enforce applicable ordinances.

Year 5:

The Village will enforce applicable ordinances.

Go to Additional Pages

- E.3 Long Term O & M Procedures
- E.4 Pre-Construction Review of BMP Designs
- E.5 Site Inspections During Construction (You may need to go to the next page to fill in this information)



The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Measurable Goals, including frequencies:

The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Milestones:

Year 1:

The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Year 2:

The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Year 3:

The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Year 4:

The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Year 5:

The Village will enforce periodic inspections of projects greater than one acre, including the corresponding documentation.

Go to Additional Pages

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

**F. Pollution Prevention/Good Housekeeping**

Measurable Goals (include shared responsibilities)

Qualifying Local Programs:

N/A

F.1 Employee Training Program

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

Train employees on how to better prevent pollution through their every day tasks and throughout the Village.

Measurable Goals, including frequencies:

Train employees on how to better prevent pollution through their every day tasks and throughout the Village. Training will be completed at the local level and/or through an outsourced company at least twice per year.

Milestones:

Year 1:

At least two Village attendees will complete training related to pollution prevention at least twice per year.

Year 2:

At least two Village attendees will complete training related to pollution prevention at least twice per year.

Year 3:

At least two Village attendees will complete training related to pollution prevention at least twice per year.

Year 4:

At least two Village attendees will complete training related to pollution prevention at least twice per year.

Year 5:

At least two Village attendees will complete training related to pollution prevention at least twice per year.

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:

Maintenance will be performed throughout the Village on various infrastructure to reduce floatables and other pollutants within the downstream waterways.

Measurable Goals, including frequencies:

Prepare a new form to document hours and description of activity performed. Demonstrate that at least three activities have occurred each month that help to reduce pollution.

Milestones:

Year 1:

Demonstrate that at least three activities have occurred each month that help to reduce pollution.

Year 2:

Demonstrate that at least three activities have occurred each month that help to reduce pollution.

Year 3:

Demonstrate that at least three activities have occurred each month that help to reduce pollution.

Year 4:

Demonstrate that at least three activities have occurred each month that help to reduce pollution.

Year 5:

Demonstrate that at least three activities have occurred each month that help to reduce pollution.

Go to Additional Pages

- F.3 Municipal Operations Storm Water Control
- F.4 Municipal Operations Waste Disposal
- F.5 Flood Management/Assess Guidelines (You may need to go to the next page to fill in this information)

The Village has various ordinances in place for flood management. These ordinances will be enforced on all construction projects by developers and/or the Village.

Measurable Goals, including frequencies:

The Village will enforce applicable ordinances (as needed).

Milestones:

Year 1:

The Village will enforce applicable ordinances (as needed).

Year 2:

The Village will enforce applicable ordinances (as needed).

Year 3:

The Village will enforce applicable ordinances (as needed).

Year 4:

The Village will enforce applicable ordinances (as needed).

Year 5:

The Village will enforce applicable ordinances (as needed).

Go to Additional Pages

F.6 Other Municipal Operations Controls

## Part III. Certification

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

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

Bart Gilliam

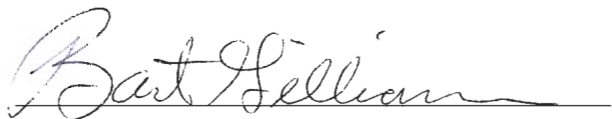
Public Works Director

9-25-13

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

Additional Info - Page 1

A. Public Education and Outreach

BMP Number

Add Another BMP

Delete Last Entry



Additional Info - Page 2

B. Public Participation/Involvement

BMP Number \_\_\_\_\_

Add Another BMP

Delete Last Entry

Additional Info - Page 3

C. Illicit Discharge Detection and

BMP Number \_\_\_\_\_

Add Another BMP

Delete Last Entry

Additional Info - Page 4

D. Construction Site Runoff Control

BMP Number \_\_\_\_\_

Add Another BMP

Delete Last Entry

Additional Info - Page 5

E. Post-Construction Runoff Control

BMP Number \_\_\_\_\_

Add Another BMP

Delete Last Entry

Additional Info - Page 6

F. Pollution Prevention/Good

BMP Number \_\_\_\_\_

Add Another BMP

Delete Last Entry