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. If you have any questions, please call me at (708) 210-5678.

Very truly yours,

ROBINSON ENGINEERING, LTD.

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)
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

4. Operator Status: Local

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: 41 30 14
   Longitude: 87 42 47

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:

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:

Year 2:

Year 3:

Year 4:

Year 5:

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:

Year 2:

Year 3:

Year 4:

Year 5:
Year 5:

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

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

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.

B.7 Other Public Involvement

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.
C. Illicit Discharge Detection and Elimination

Qualifying Local Programs:

N/A

Measurable Goals (include shared responsibilities)

C.1 Sewer Map Preparation

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.

C.2 Regulatory Control Program
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).

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.

Brief Description of BMP:

C.4 Illicit Discharge Tracing 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 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)
**Brief Description of BMP:**

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:**

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Inspect major outfalls at least every other year and document the conditions through a form and photograph.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 2</td>
<td>Inspect major outfalls at least every other year and document the conditions through a form and photograph.</td>
</tr>
<tr>
<td>Year 3</td>
<td>Inspect major outfalls at least every other year and document the conditions through a form and photograph.</td>
</tr>
<tr>
<td>Year 4</td>
<td>Inspect major outfalls at least every other year and document the conditions through a form and photograph.</td>
</tr>
<tr>
<td>Year 5</td>
<td>Inspect major outfalls at least every other year and document the conditions through a form and photograph.</td>
</tr>
</tbody>
</table>

**Milestones:**

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Inspect major outfalls at least every other year and document the conditions through a form and photograph.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 2</td>
<td>Inspect major outfalls at least every other year and document the conditions through a form and photograph.</td>
</tr>
<tr>
<td>Year 3</td>
<td>Inspect major outfalls at least every other year and document the conditions through a form and photograph.</td>
</tr>
<tr>
<td>Year 4</td>
<td>Inspect major outfalls at least every other year and document the conditions through a form and photograph.</td>
</tr>
<tr>
<td>Year 5</td>
<td>Inspect major outfalls at least every other year and document the conditions through a form and photograph.</td>
</tr>
</tbody>
</table>

---

**D. Construction Site Runoff Control**

**Measurable Goals (include shared responsibilities)**

<table>
<thead>
<tr>
<th>Qualifying Local Programs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
</tr>
</tbody>
</table>

- **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:**

<table>
<thead>
<tr>
<th>Year 1</th>
<th>The Village will enforce applicable ordinances for construction projects.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 2</td>
<td>The Village will enforce applicable ordinances for construction projects.</td>
</tr>
<tr>
<td>Year 3</td>
<td>The Village will enforce applicable ordinances for construction projects.</td>
</tr>
<tr>
<td>Year 4</td>
<td>The Village will enforce applicable ordinances for construction projects.</td>
</tr>
<tr>
<td>Year 5</td>
<td>The Village will enforce applicable ordinances for construction projects.</td>
</tr>
</tbody>
</table>

---

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

Year 5:

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)
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.

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)
Brief Description of BMP:
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)
Brief Description of BMP:

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).
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)).

Bart Gilliam
Authorized Representative Name

Bart Gilliam
Public Works Director
Title

9-25-13
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

[Box for BMP Number]

[Add Another BMP] [Delete Last Entry]
B. Public Participation/Involvement

BMP Number

[Blank space for BMP Number]

[Button: Add Another BMP] [Button: Delete Last Entry]
C. Illicit Discharge Detection and

BMP Number

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

BMP Number

[Add Another BMP]  [Delete Last Entry]
E. Post-Construction Runoff Control

BMP Number

[Form fields for adding and deleting BMP numbers]
F. Pollution Prevention/Good

BMP Number

Add Another BMP  Delete Last Entry