

Village of Romeoville - NPDES Stormwater Management Plan

Summary of Minimum Control Measures

5/12/2025

1. Public Education and Outreach

BMP ID No.	BMP Description	Responsible Dept./Person	Measurable Goal(s)	Progress on Goal(s)- March 2023-March 2024	Documentation with Annual Report	Planned Activities- March 2025-March 2026
A.1	Distributed Paper Material	Dept of PW to select content and execute	Distribution of pamphlet, flyer or brochure.	Educational outreach is a portion of the watershed planning effort associated with the Lower DuPage River Watershed Coalition and the Lower Des Paines River Watershed Workgroup. Outreach materials are available through the Conservation Foundation. The Village will continue to utilize these resources moving forward.	Brochure about threatened dragonfly species; for collection at the front window at Village Hall (approximately 20).	Select, print and distribute brochures at Village Hall Kiosk and at the Recreation Center, to be prepared in two languages.
A.1	Other Public Education	Dept of PW to select content and execute	Include articles in each newsletter, prepared twice a year.	The Village's newsletter, Community Focus, is distributed to all residential postal addresses in the Village, reaching approximately 40,000 residents and property owners twice a year. Stormwater-related articles include information on the minimum topics required per NOI: Spring Clean-Up Week; Yard Waste & Branch Pick-Up; Help Keep Our Waterways Clean. How to Maintain Your Lawn to Protect Rivers and Streams. The Effects of Leaves on Storm Drains. Electronic and Paint Clean Up.	Copy of Spring & Fall 2024 Newsletters; Spring 2025 Newsletter	Continue including articles in newsletters which contain information per NOI requirements (about disposal of oil and paint, car washing, lawn care chemicals, deicing materials storage or other MS4 related topics).
A.6-added	Other Public Education	Dept of PW to select content and execute	Village Website includes the most current NOI, Annual Report (5 years) and Plan; also information about the NPDES Program and keeping pollutants out of stormwater runoff. Residential Stormwater Drainage Concern Form is available on the PUblic Works website.	Website still has items posted as required. The last five years of Annual Reports are linked. Most current NOI is posted. Link is http://www.romeoville.org/233/Stormwater-Reports	Screenshots of current website: Stormwater Reports; Storm Sewer Program;	Maintain links and content on website; update with 2024-2025 Annual Report when available.
A.6-added	Other Public Education	Dept of PW & other Village Departments	Facilitate rain barrel program.	The Conservation and Sustainability Committee facilitates the rain barrel program in the Village, in conjunction with the Conservation Foundation.	Sample emails to Village Subscribers. Website.	Continue to facilitate rain barrel program for Village residents.
A.6-added	Other Public Education	Dept of PW	Emails sent to communicate various Village initiatives.	E-news notifications were sent regarding the Spring Clean Up and Tree Replacements. The distribution list currently goes to approximately 2,000 subscribers.	Sample emails to Village Subscribers.	Continue to email residents and business owners regarding initiatives that promote stormwater quality.
A.6-added	Other Public Education	Dept of PW	Conduct annual spring clean up, including branch collection from property owners.	Branch collection is now offered weekly with trash pickup. Chipper service is offered during clean up weeks and after substantial storms.	Email.	Conduct annual spring clean up, including brach collection from individual property owners.
A.6-added	Other Public Education	Dept of PW to work with other Departments	Distribution of salt cups and informational bookmark to residents.	Distribute salt cups to residents with accompanying literature to assist residents to not to oversalt sidewalks in the winter.	Photo of cups and bookmarks at Village Hall and Recr Center and PW open house; Copy of Bookmark	Continue to distribute cups and bookmarks in Fall 2025.
A.6-added	Other Public Education	Dept of PW	Display of truck magnets on Village plows.	Salt Smart decals will be applied to side of Village plow trucks in 2025. These trucks drive throughout the Village during winter months.	Photo of truck stickers	

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A.6-added	Other Public Education	Village	Post stormwater related items on Village Facebook Page.	The Village posted a few items on the Facebook page relating to the O'Hara Woods Volunteer Workdays, Special Waste Pick Up, Yard Waste Collection, Clean Up after storms, lawn maintenance, rain barrels and stormwater runoff.	Sample screenshots.	Note that the Village has shifted primary notifications to the website, newsletter, e-notification system, and Online Village calendar
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2. Public Participation/Involvement

BMP ID No.	BMP Description	Responsible Dept./Person	Measurable Goal(s)	Progress on Goal(s)- March 2023-March 2024	Copy or Other Documentation	Planned Activities- March 2025-March 2026
B.4	Public Meeting (minimum of one per year)	Robinson to prepare; Dept of PW to select date, secure place on agenda	Conduct Public Hearing, Forum or Workshop.	Public meetings at Village Board meeting were held on 7/17/24 and 2/19/25	Agendas included. Minutes and slides are available on request.	Public meeting at Village Board meeting to be held in Summer. Slides will be used for presentation and handout at meeting.
B.4	Public Meeting	Dept of Public Works/ Robinson Engineering	Conduct Public Hearing, Forum or Workshop.	Lower DuPage River Watershed Coalition meetings were held regularly. Lower DesPlaines Watershed Group meetings were held.	packets describing permit activities. Annual reports, special conditions report upon request.	Village will continue to support and participate in watershed group efforts.
B.4	Public Meeting	Dept of Public Works/ Robinson Engineering	Conduct Public Hearing, Forum or Workshop.	The Village actively participates in the Will County Stormwater Committee meetings.	Agendas/Packets & Minutes upon request.	Participation in meetings will continue.
B.6-Added	Program Involvement	Dept of Public Works	Spring Clean Up	Spring Clean Ups 2024 were held on May 6-10. Fall Clean Up 2024 was held on September 9-13.	Various media advertising events	The program will continue similar to previous years.
B.7-Added	Other Public Involvement (Public Event)	Village/Conservation Foundation	Host a Public Event at O'Hara Woods.	Previously a grant was received, (November 2021-September 2023) to facilitate Community Workdays when volunteers will be able to pick up trash, cut brush, pull weeds and collect seeds from native plants at O'Hara Woods. Now manages the work.	Various media advertising events	Continue to team up with similar organizations to provide more events to the residents.
B.7 - Added	Other Public Involvement (Waste and Recycle Collection)	Department of Public Works / Waste Management	Provide collection service of waste and recyclables (Waste Management)	Village provides weekly collection of waste and recyclables.	Screen shot of website link	Continue contract with waste collector to provide services to residents.
B.7 - Added	Other Public Involvement (Additional Collection Services)	Department of Public Works / Waste Management	Provide collection service of hazardous waste	Village provides a service (At Your Door Program) through Waste Management to provide pick up of hazardous waste at residents' homes.	Screen shot of website link	Continue contract with waste collector to provide service to residents.
B.7 Added	Other Public Involvement (Additional Collection Services)	Department of Public Works / Waste Management	Provide collection service for branches	Village and Waste Management provide collection various times throughout the year (seasonally).	Screen shot of website link	Continue contract with waste collector to provide service to residents. Village to collect branches in Fall and Spring during clean up weeks.
B.7 Added	Other Public Involvement (Additional Collection Services)	Police Department	Provide prescription drug collection program	Police Department provides drop off location for prescription drugs.(E-notifications included)	Screen shot of website	Village continues to work with law enforcement to provide service to residents
B.7 Added	Other Public Involvement	Conservation and Sustainability Committee	Engage in outreach to residents and local business.	The Conservation and Sustainability Committee supports clean-up programs, as well as engages in outreach to promote new conservation measures and sustainable practices to residents and local businesses. Support Earth Day celebration	Various media advertising events	Committee will continue with various conservation and sustainable initiatives.
B.7-Added (additional permit requirement)	Environmental Justice	Robinson Engineering/Dept of Public Works	Review online sources, prepare summary. Amend public education/outreach and participation/involvement activities accordingly.	Environmental justice report posted online with NPDES documentation. Most notable item is 33% of the Village population is Hispanic or Latino (compared to 17% in state). The newsletter is prepared in english and spanish.	Screen shot of website link	Continue to implement multi-lingual outreach materials.

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3. Illicit Discharge Detection and Elimination

BMP ID No.	BMP Description	Responsible Dept./Person	Measurable Goal(s)	Progress on Goal(s)- March 2023-March 2024	Copy or Other Documentation	Planned Activities- March 2025-March 2026
C.1	Storm Sewer Map Preparation	Village GIS Staff/ Robinson Engineering	Review and update GIS and outfall map annually.	GIS was updated as needed and during closeout of new development projects; a new outfall map was generated. ArcGIS is available online; tablets in the field assist efficiency and accuracy of data entry.	Outfall map available upon request.	Review and update GIS and outfall map annually.
C.2	Regulatory Control Program	Dept of Public Works/ Robinson Engineering	Review of sewer use ordinance for effectiveness annually and enforcement of ordinance as necessary.	Sewer use ordinance in place. No updates needed.	Ordinances 52.10 Use of Public Sewers Required & 52.99 Penalties. Available online.	Ordinance revisions anticipated for 2025-2026. TBD
C.3	Detection/Elimination Prioritization Plan	Dept of Public Works/ Robinson Engineering	Establish written procedure for locating priority areas, and review of the procedure.	Written procedure in place. No priority locations have been identified to date. CWP Manual was added to Village's resources for future use (if needed): Illicit Discharge Detection and Elimination, A Guidance Manual for Program Development and Technical Assessments.	Written Prioritization Plan (reviewed 2024). Available upon request	Review written procedure and revise if necessary.
C.4	Illicit Discharge Tracing Procedures	Dept of Public Works/ Robinson Engineering	Establish written procedure for the tracing of the source of pollutants that may be detected at outfalls, and review of procedure.	Written procedure in place. No priority locations have been identified to date. CWP Manual was added to Village's resources for future use (if needed): Illicit Discharge Detection and Elimination, A Guidance Manual for Program Development and Technical Assessments.	Written Procedure for Tracing (reviewed 2024). Available upon request.	Review written procedure and revise if necessary.
C.5	Illicit Source Removal Procedures	Dept of Public Works/ Robinson Engineering	Establish written procedure for the removal of sources of detected illicit discharges, and review of procedure.	Written procedure in place. No priority locations have been identified to date. CWP Manual was added to Village's resources for future use (if needed): Illicit Discharge Detection and Elimination, A Guidance Manual for Program Development and Technical Assessments.	Written Procedure for Tracing (reviewed 2024). Available upon request	Review written procedure and revise if necessary.
C.7	Visual Dry Weather Screening	Robinson Engineering (Joel)	Inspections of a minimum of 1/5 of outfalls and any outfalls identified as priority outfalls and enforcement of ordinance upon detection of violations.	63 outfalls were inspected under dry weather conditions in 2024. No illicit discharges were identified. Inspections are planned for Spring 2025 (weather dependent).	Samples inspections included from reporting year.	Continue field inspections at dry weather conditions. Enforcement of ordinance upon detection of any violations.
C.8	Pollutant Field Testing	Dept of Public Works/ Robinson Engineering	Establish written procedure for testing of pollutants, and review of procedure. Utilize procedure during monitoring program and for testing warranted through inspection program.	Reviewed written procedure. Samples taken at creeks, laboratory testing completed in May, August, December and March. Spreadsheet was updated/compiled.	Written Procedure for Testing; Written Monitoring Plan (reviewed 2024) available upon request; Monitoring Results attached.	Review written procedure and revise if necessary. Continue with monitoring.
C.10-added	Other (Illicit Discharge Hotline / Concern Form / Phone Log)	Department of Public Works	The Public Works Department is available for property owners to call regarding illicit discharges and other stormwater related items.	The Public Works Department remains open to calls regarding illicit discharges and other stormwater related items.	Two illicit discharges were reported during this cycle year. Summary attached.	The Public Works Department will continue to be the point of contact for calls regarding illicit discharges and other stormwater related items.

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4. Construction Site Runoff Control

BMP ID No.	BMP Description	Responsible Dept./Person	Measurable Goal(s)	Progress on Goal(s)- March 2023-March 2024	Copy or Other Documentation	Planned Activities- March 2025-March 2026
D.1	Regulatory Control Program - Erosion & Sediment Control Ordinances (for properties less than and greater than 1 acre)	Robinson Engineering	Review applicable Sections of Stormwater of Stormwater Management Ordinance for effectiveness annually.	Applicable Sections of Stormwater Management Ordinance reviewed. No action necessary.	Ordinances 160.055-160.068 for Sediment and Erosion Control; 160.150-160.154 Enforcement and Penalties. Available on website.	Review applicable sections of Ordinance and implement revisions if deemed necessary.
D.2	Erosion and Sediment Control BMPs (for properties less than and greater than 1 acre)	Robinson Engineering	Review of required BMPs annually, including incorporation of green infrastructure where appropriate and practicable.	Required BMPs during design and installation/construction, and ensure maintenance to control velocity, minimize erosion, minimize exposed soil, buffer natural areas, etc. to minimize sediment discharges from the site. Continue to review requirements for effectiveness.	Checklists for Phase II requirements/erosion and sediment control BMPs.	Review required BMPs and modify requirements as necessary.
D.3	Other Waste Control Program	Robinson Engineering	Requirements to control wastes such as building materials, concrete truck washout, chemicals, litter, sanitary waste, and any wastewater generated by clean up activities.	Note regarding control of waste is required to be included on plans.	Checklist of Notes for Erosion and Sediment Control Plans including Waste Control	Pre-Construction plan review for inclusion of waste control requirements, periodic inspections of sites for control of wastes.
D.4	Site Plan Review Procedures (for properties less than and greater than 1 acre)	Robinson Engineering	Pre-Construction review of runoff control in development plans.	Stormwater pollution prevention measures were reviewed in plan review phase for new developments. Green infrastructure techniques/BMPs are part of reviews. Development Review Committee (DRC) meetings are held early in the development process; stormwater and green infrastructure items are discussed when appropriate.	Ordinance 160.061 Sediment and Erosion Control Plan Requirements available on website.	Review stormwater pollution prevention measures in plan review phase.
			Require preparation of SWPPP and submittal of NOI and NOT for construction sites over 1 acre.	Eight projects were required Notices of Intent to be submitted, a list is contained in the beginning of the Annual Report. Notices of Intent were submitted when/if appropriate.	Refer to beginning of Annual Report for list of active projects.	Continue to enforce NOIs and NOTs based on ILR10 requirements.
D.6	Site Inspection/ Enforcement Procedures (for properties less than and greater than 1 acre)	Village Staff; Robinson provide overview of plans	Periodic inspections of construction sites and enforcement of ordinance.	Periodic inspections of construction sites were performed. Graduated enforcement steps including Stop Work Orders were available for enforcement of Ordinance if necessary. Inspections of sites also reviewed control of wastes. No Stop Work Orders were issued in the reporting year.	Sample documentation of plans, SWPPPs, Inspection Reports.	Continue inspections of construction sites and enforcement of ordinance.

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5. Post-Construction Runoff Control

BMP ID No.	BMP Description	Responsible Dept./Person	Measurable Goal(s)	Progress on Goal(s)- March 2023-March 2024	Copy or Other Documentation	Planned Activities- March 2025-March 2026
E.2	Regulatory Control Program	Robinson Engineering	Review Applicable Sections of Stormwater of Stormwater Management Ordinance for effectiveness annually.	Applicable Sections of Stormwater Management Ordinance reviewed. No action necessary.	Ordinances 160.135-160.140 Long Term Maintenance; 160.150-154 Enforcement and Penalties. Available on website.	Review applicable sections of Stormwater Management Ordinance and implement revisions as necessary.
E.3	Long Term O&M Procedures	Department of Public Works	Enforcement of Ordinance. Attention to minimize volume and pollutants and protect water quality.	Facilities observed during outfall inspections. Ordinance enacted 2/19/14 for establishment of pond annual self-inspection program. The Village now requires a 3-5 year maintenance plan for wetland plantings in stormwater facilities.	Ordinances 160.135-160.140 Long Term Maintenance; 160.150-154 Enforcement and Penalties. Information is available on the website. Sample HOA letter included.	Enforcement of Ordinances as necessary, including annual reporting requirement of pond self-inspection program. Village will prepare letters to remind Associations about pond maintenance and include an educational piece this year.
E.4	Pre-Construction Review of BMP Designs	Robinson Engineering	Pre-Construction review of BMP designs in development plans, including operation and maintenance plans and strategies that incorporate infiltration, reuse and reduction in volume and velocity. Public surfaces to be included in reviews.	Reviews of BMP designs in all development plans were performed.	Checklist of submittal items and requirements (Ordinance Sections 160.110-160.126)	Continue review of BMP designs development plans were performed.
E.5	Site Inspections During Construction	Robinson Engineering	Periodic inspections of construction sites and enforcement of ordinance. As well as proper control of waste (Item D3).	Inspections of post-construction BMPs and waste control were performed and punch lists of deficiencies were provided. Projects accepted only after correction of deficiencies.	Inspection Forms (also see Item D.6)	Continue inspection of post-construction structural BMPs during construction.
E.6	Post-Construction Inspections	Department of Public Works/ Robinson Engineering	Inspect structural BMPs/drainage facilities at time of acceptance and one year after acceptance.	Inspections of drainage facilities performed post-construction and one year after completion of construction.	Sample punchlists; resolutions for project closeouts.	Continue post-construction inspections.
E.7	Other Post-Construction Runoff Controls	Department of Public Works/ Robinson Engineering	Assess water quality impacts of any flood management projects.	No proposed flood control projects.	Statement regarding future flood management projects and assessment of water quality impacts.	Assess as any flood control projects may be proposed in future.

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6. Pollution Prevention/ Good Housekeeping

BMP ID No.	BMP Description	Responsible Dept./Person	Measurable Goal(s)	Progress on Goal(s)- March 2023-March 2024	Copy or Other Documentation	Planned Activities- March 2025-March 2026
F.1	Employee Training Program - Annual	Department of Public Works/ Robinson Engineering	Provide training materials to implement operational BMPs and other topics listed in permit.	Appropriate employees provided with training and materials. Public Works training in house on 5/15/23 (53 attendees).	Sign in Sheets	Provide appropriate employees with training and materials.
				Employees and consultants meet to plan and implement various program items.		Meet periodically to ensure program compliance.
				County-wide salt-use seminar attended by Village personnel.	Sign in Sheets	Continue to train staff on appropriate use of salt.
F.2	Inspection & Maintenance Program	Robinson Engineering / Dept of Public Works	Inspection and maintenance of Village-owned structural BMPs.	Inspections for ponds are planned for spring 2025. Inspections for CBs are planned for summer and fall 2025.	Inspection report for three sample locations; map with notes; list of ponds/owners/ inspection notes.	Inspections of ponds will be completed each Spring or Summer.
F.2	Inspection & Maintenance Program	Department of Public Works	Effective pollution prevention measures, as well as inspection measures, were implemented for municipal properties and BMPs.	Ongoing program for inspection, repair and cleaning of various structural BMPs continued village-wide (vehicle washing, spill procedures, minimize leaks, inspection of BMPs, minimize exposure of construction waste, landscape materials, fertilizers, pesticides, chemicals, dicing materials, detergents, etc.)	Printouts	Maintenance of Village structural BMPs as needed and as warranted by inspections/surveillance. Evaluate additional documentation for street sweeping and catch basin cleaning.
F.2	Inspection & Maintenance Program	Spill Prevention Control & Countermeasure Plan (SPCC)	Finalize most recent updates.	Completed for the main Public Works Site (Anderson Drive) and the Public Works Site (Budler Road).	Two SPCCs are available in file	Implement measures as recommended.
F.3	Municipal Operations Program for Stormwater Control	Department of Public Works	Review municipal operations program for stormwater control/storm sewer system. Revise BMPs or implement BMPs as necessary, and audit program for compliance.	BMP program reviewed. Deicing materials were stored properly in salt domes and in brine tanks. Loading/unloading area kept clean. Prewetting and electronic equipment controls resulted in less salt used and thus resulted in corporate fund savings, robust street sweeping program resulted in cost savings through less labor intensive catch basin and sewer cleaning.	List of Municipal Operations BMPs.	Continue use of BMPs and annual review of BMP program. Deicing material will continue to be stored in permanent storage structures.
F.4	Municipal Operations Waste Control	Department of Public Works	Review municipal operations program for Village-wide waste control. Revise BMPs or implement BMPs as necessary, and audit program for compliance.	Various waste services are available to property owners.	Refer to B7 items regarding waste collection services.	Continue use of BMPs and annual review of BMP program. Continue contract with waste collector to provide services to residents.
F.5	Flood Management/Assess Guidelines	Robinson Engineering	Review ordinances and policies annually to ensure compliance with FEMA regulations. Review development plans for compliance with ordinances and policies.	Ordinances and policies utilized and reviewed during development reviews to ensure compliance with FEMA regulations. Developers provide obtain LOMRs where required. Amended Stormwater Ordinance adopting updated LOMR maps as required by FEMA was approved 1/16/19.	Ordinance Chapter 160. Plan Review Checklist - Floodplain & Floodway portion. Available on website.	Continue with pre-construction review of development plans for compliance with current FEMA regulations.