

RAIN GARDEN COST-SHARE PROGRAM

Thank you for your interest in the Village’s Rain Garden Cost-Share Program. The program requirements are authorized by "An Ordinance Providing for Ecological Cost-Share Programs in the Village of Riverwoods" and are subject to such ordinance, as from time to time amended. Attached you will find the Application and Work/Contractor Specifications. Note: an Ecological Consultation and/or visit with the Village Engineer is required prior to applying for the Rain Garden Program. **Please read all requirements carefully before submitting your completed application.** The Rain Garden Program is a cost-share reimbursement program. The Village’s funding limit is 50% up to a maximum Village share of \$4,000. There is a \$200 non-refundable application fee. Note: rain garden installation requires detailed plans and installation guidelines. Therefore, the Village will not reimburse an applicant who performs the work themselves rather than hiring a certified designer and/or contractor.

The intent of the Rain Garden Program is to encourage and provide an incentive for applicants to install rain gardens on private property to “micro-manage” stormwater runoff as close to the source (like downspouts, driveways, sump pumps discharges) as possible. A rain garden is a shallow depression that is planted with deep-rooted native plants. It functions by capturing, filtering, and infiltrating stormwater runoff into the ground thereby reducing the flows to nearby streams and other drainageways.

To be eligible to participate in the program, the applicant must first hire a qualified designer to create a Construction/Landscape Plan then certify that they will comply with all requirements set forth in this packet for the type of work that will be performed on the property. The property owner is responsible for property locations and staking their property lines if necessary. The Owner or Contractor (depending on who is installing the rain garden) is responsible calling J.U.L.I.E.

After the application is approved by the Village Ecologist and Village Engineer, the applicant will receive a permit from the Village to proceed with the work as proposed in the Application. Once the work is completed, notify the Village and the Village Ecologist and/or Village Engineer will conduct a site visit to verify the work has been completed per the approved Application and Construction/Landscape Plan. After the work has been reviewed and approved by the Village Ecologist the reimbursement request is then forwarded to the Village Board for approval. Reimbursement can be expected in 1 to 3 months following the approval of work.

Checklist for Rain Garden Program:

1. Conduct the required Ecological Consultation and/or Village Engineer site visit (to generally locate proposed rain garden location(s)).
2. Receive cost share report with map and work specifications (completed by Village Ecologist) including Rain Garden Program information packet & application. The application form is attached but can also be obtained from Village Hall or by downloading from the Village Website.
3. Select a certified designer to create a Rain Garden Construction & Landscape Plan and certified Contractor to install the rain garden then submit completed plan and application form & Contractor proposal/contract to Village Hall. The Village Ecologist will review the Contractor proposal/contract to make sure it conforms to the cost share report/map requirements and contact the applicant, if necessary, for clarification.
4. Receive permit from Village then hire the qualified Contractor to install the rain garden per the provided cost share report map, Contractor Specifications, and Performance Standards. Note: call J.U.L.I.E. to locate potential utilities prior to performing work.

5. Following completion of work, submit a copy of the paid contractor invoice to Village Hall and request a final inspection by the Village Ecologist. The Village Ecologist will inspect the work to make sure it conforms to the cost share report/map, permit, and Performance Standards. Village Staff will review the Contractor invoice and contact the applicant, if necessary, for clarification and approve the payment of reimbursement from the Village. The Village Board will then approve the reimbursement payment to the applicant within 1 to 3 months.

Rain Garden Construction/Landscape Plan Requirements:

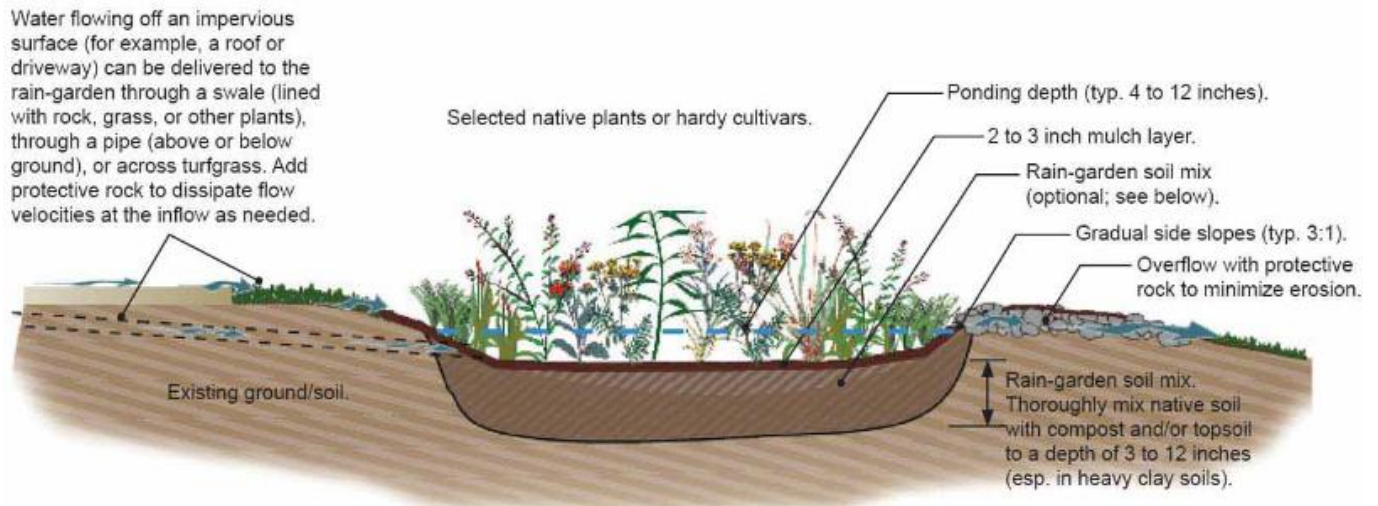
The Application must be accompanied by a Construction/Landscape Plan that addresses the following criteria:

1. Installation in an upland (non-wetland) location near the runoff source(s).
2. Dimensions of proposed installation.
3. Typical cross section for construction.
4. Plan view of landscaping using native plants.
5. Access routes for construction.
6. Protection of existing trees.
7. Location/disposal of excavated soil.
8. Source (supplier) and composition of engineered soil mix.

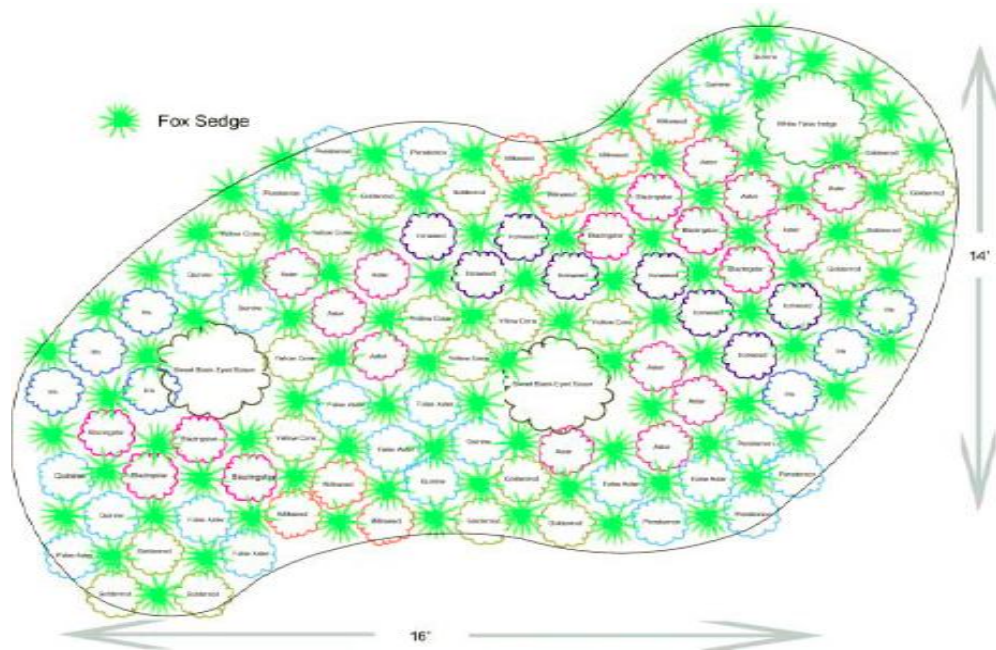
RAIN GARDEN DESIGN AND INSTALLATION GUIDELINES

***The guidelines below demonstrate one of many ways to construct a rain garden. Alternatives can be proposed but must be pre-approved by the Village Ecologist & Village Engineer.**

1. Any proposed rain garden with a drainage benefit using native plantings can be eligible for a Village cost-share.
2. Rain gardens are typically between 100 and 300 square feet in size. To be most effective, rain gardens should be installed in upland areas outside of wetlands and floodplains. Although use of native plants can enhance existing wetlands and improve water quality, rain gardens should be sited to capture runoff before it reaches other drainage or wet areas.
3. Rain gardens must be sited at least 10 feet away from any building.
4. The rain garden should be excavated to a depth of 18-24 inches below existing grade, with the excavated material used to build up the perimeter of the garden to hold runoff. 3-13 inches of clean, screened compost should be tilled into the bottom of the excavation to make a planting bed.
5. The rain garden must then be planted with native vegetation which grow deep roots and help infiltrate water into the ground. Plant selection is critical to success. Native plant material will thrive best in full sun or part sun with moist to wet conditions. Rain gardens located in full shade are not recommended. Plants should be spaced approximately 2 feet on centers for best results. The Village has attached (below) a list of approved native plants suitable to full sun or part sun and moist to wet conditions.
6. A conceptual rain garden construction cross section (side view) and plan view (top view) of native vegetation landscaping are included below.
7. The rain garden should have a means to allow excess water to flow out without causing damage. This can be accomplished by leaving one edge low and installing landscape stone to allow overflow without erosion



Example Cross Section provided by midwesternplants.org



Example Plan View provided by UW Extension

VILLAGE APPROVED RAIN GARDEN PLANTS, TREES, & SHRUBS

Scientific name	Common Name	Sun & Moisture	Spacing
Grasses & Sedges:			
<i>Calamagrostis canadensis</i>	Blue joint grass	Sun & Moist to Wet	2.0' O.C.
<i>Carex bromoides</i>	Brome-like sedge	Part Shade & Moist to Wet	2.5' O.C.
<i>Carex comosa</i>	Bristly sedge	Sun & Moist to Wet	2.5' O.C.
<i>Carex grayi</i>	Common bur sedge	Part Sun & Moist to Wet	2.5' O.C.
<i>Carex lupulina</i>	Common hop sedge	Part Sun & Moist to Wet	2.5' O.C.
<i>Carex muskingumensis</i>	Palm sedge	Part Sun & Moist to Wet	2.5' O.C.
<i>Carex stipata</i>	Common fox sedge	Sun & Moist to Wet	2.5' O.C.
<i>Carex vulpinoidea</i>	Brown fox sedge	Sun & Moist to Wet	2.5' O.C.
<i>Glyceria striata</i>	Fowl mana grass	Part Sun & Moist to Wet	2.0' O.C.
<i>Spartina pectinata</i>	Prairie cord grass	Sun & Moist to Wet	2.5' O.C.
Forbs (Flowers):			
<i>Acorus calamus</i>	Sweet flag	Sun & Wet	2.0' O.C.
<i>Asclepias incarnata</i>	Swamp milkweed	Sun & Moist to Wet	2.0' O.C.
<i>Caltha palustris</i>	Marsh marigold	Part Sun & Wet	2.0' O.C.
<i>Eryngium yuccifolium</i>	Rattlesnake master	Sun & Moist	2.0' O.C.
<i>Helenium autumnale</i>	Sneezeweed	Sun & Moist to Wet	2.0' O.C.
<i>Eupatorium maculatum</i>	Joe pye weed	Sun & Moist to Wet	2.0' O.C.
<i>Iris virginiana</i>	Blue flag iris	Sun/Part Sun & Moist to Wet	2.0' O.C.
<i>Liatris spicata</i>	Marsh blazing star	Sun & Moist	1.5' O.C.
<i>Lobelia cardinalis</i>	Cardinal flower	Sun/Part Sun & Moist	1.5' O.C.
<i>Lobelia siphilitica</i>	Great blue lobelia	Sun/Part Sun & Moist	1.5' O.C.
<i>Penstemon digitalis</i>	Foxglove beard tongue	Sun/Part Sun & Moist	2.0' O.C.
<i>Physostegia virginiana</i>	False dragonhead	Sun & Moist	2.0' O.C.
<i>Pycnanthemum virginianum</i>	Common mountain mint	Sun & Moist	2.0' O.C.
<i>Rudbeckia subtomentosa</i>	Sweet black-eyed Susan	Sun & Moist	2.0' O.C.
<i>Solidago riddellii</i>	Riddell's goldenrod	Sun & Moist	1.5' O.C.
<i>Zizia aurea</i>	Golden Alexanders	Sun/Part Sun & Moist	2.0' O.C.
Trees:			
<i>Quercus bicolor</i>	Swamp white oak	Sun & Moist	30 ft
<i>Quercus palustris</i>	Pin oak	Sun & Moist	30 ft
<i>Celtis occidentalis</i>	Hackberry	Sun & Moist	30 ft
Shrubs:			
<i>Cornus stolonifera</i>	Red osier dogwood	Sun & Moist	6 ft
<i>Ilex verticillata</i>	Winterberry holly	Sun/Part Sun & Moist	4 ft
<i>Lindera benzoin</i>	Spicebush	Sun/Part Sun & Moist	6 ft
<i>Euonymus atropurpureus</i>	Eastern wahoo	Sun/Part Sun & Moist	6 ft

RAIN GARDEN MAINTENANCE RECOMMENDATIONS

1. Water new plants as necessary to provide approximately one inch of rainfall or water per week for the first growing season. Once the plants are established, watering may only be necessary during long drought periods.
2. Hand pull weeds as needed during the first three growing seasons. By the third growing season, the native plants should be mature enough that that weeding may only need to be done once per growing season.
3. After each growing season, the stems and seed heads can be left for winter interest, wildlife cover, and bird food. In early spring (mid March- mid April), the last year's growth can be cut back and removed. Leaf litter can also be removed at this time.
4. Maintain a spaded edge around the garden if a more formal look is preferred.
5. Check for erosion and scour on the surrounding berm and discharge area and repair with additional rock if needed.
6. Any pipes such as a sump pump or downspout that discharges to the rain garden should be checked periodically for debris that may block flow; remove debris as necessary.
7. Chemicals for de-icing in the winter (i.e. salt) should not be used on any portion of the property that drains to the rain garden. Salt exposure could result in significant plant loss.
8. Fertilizers (i.e. nitrogen and phosphorus) should not be applied to rain garden plants. Native plants often become tall and weak if fertilized.



Village of Riverwoods
 300 Portwine Road
 Riverwoods, IL 60015
 Phone: 847-945-3990

Rain Garden Cost-Share Program Application

Owner's Name:	Owner's Telephone:	For Village Use	Permit Number	Fee \$200	Issue Date	Exp. Date
Owner's Address:						
Contractor's Name:	Contractor's Telephone:					
Contractor's Address:						
Contractor's e-mail:						
Contact Person (normal hours and emergency):						

Attach copy of Contractor's Certificate of Insurance.

Description of Planned Work

Provide a brief description of proposed work and attach Construction/Landscape Plan

Contractor Proposal/Contract, Invoice, & Applicant Reimbursement	For Village Use
1) Total amount invoiced by Contractor	\$
2) Total amount of Village reimbursement requested (50%: limit \$4,000)	\$

**Attach copy of executed Contractor proposal/contract and invoice

Owner Statement of Certification and Village Approval

I, owner of the property shown on the drawing in Riverwoods, Illinois, do hereby state that I am familiar with the Construction/Landscape Plan and certify that all work will be completed in accordance with the approved Contractor Specifications.		For Village Use	
Owner Signature:	Date:	Village Ecologist Permit Sign Off Signature:	Date:
		Village Ecologist Final Inspection Sign Off Signature:	Date:
		Village Engineer Permit Sign Off Signature:	Date:
		Village Engineer Final Inspection Sign Off Signature:	Date:
Owner Printed Name:		Village Final Reimbursement Approval Signature:	Date: