

Stormwater Pollution Prevention Plan

UNION TOWNSHIP
HUNTERDON COUNTY
NJPDES: NJG0152978 / PI ID #: 167069



Reviewer's comments
added 2/8/2024

February 5, 2024

Stormwater Program Coordinator:
Robert J. Clerico, P.E.

Prepared By:



1128 Route 31
Lebanon, NJ 08833
908-735-9500

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Robert J. Clerico, P.E.	
Phone	Office: 908-735-9500	Email	rclerico@vancleefengineering.com
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Robert J. Clerico, P.E., Planning Board Engineer	
Phone	Office: 908-735-9500	Email	rclerico@vancleefengineering.com
Name and Title		Ian Hill, P.E.	
Phone	Office: 908-735-9500	Email	ihill@vancleefengineering.com
Name and Title		Eric DeRicco, P.E., Township Geologist/Hydrogeologist	
Phone	Office: 732-210-0041	Email	edericco@vancleefengineering.com
Name and Title		Lindy Morales-Fernandez, EIT	
Phone	Office: 908-735-9500	Email	lmorales@vancleefengineering.com
Name and Title			
Other Municipal Stormwater Team Members			
Name	Title	Phone	Email
David DeGiralamo	Mayor	917-450-0636	DDeGIRALAMO@uniontwp-hcnj.org
Robert J. Clerico, P.E. <i>Van Cleef Engineering Associates LLC</i>	Township Engineer, Planning Board Engineer, Planning Board Planner	908-735-9500	rclerico@vancleefengineering.com
Leigh Gronau	Township Zoning Official	908-735-8027	zoning@uniontwp-hcnj.org
Grace Brennan	Township CFO & Administrator	908-735-8027	cfo@uniontwp-hcnj.org
Ella Ruta	Township Clerk	908-735-8027	clerk@uniontwp-hcnj.org
Dan Shaefer	Environmental Commission Chair		utec@uniontwp-hcnj.org
Susan Sharpe	Township Attorney	973-334-1900	ssharpe@dorseysemrau.com
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision
12/01/2023		Initial Report
2/5/2024	3, 4, 7, 8, 9, 10	Per NJDEP Review Comments

Form 3 – Public Announcements
Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://uniontwp-hcnj.gov/index.asp?SEC=4E343134-9AC5-4AD0-8268-E58673D666D4
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Leigh Gronau, Planning Board Secretary/Zoning Officer
3. List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.
<p>The official newspaper for Union Township is The Hunterdon County Democrat. All legal notices appear in the official newspaper.</p> <p>For meetings where public notice is required under the Open Public Meetings Act (“Sunshine Law,” N.J.S.A. 10:4-6 et seq.), Union Township provides public notice in a manner that complies with the requirements of that Act. With regard to the passage of ordinances, Union Township provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-1 et seq. In addition, Union Township complies with all requirements for municipal actions (e.g., adoption of the municipal stormwater management plan) subject to public notice requirements in the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.).</p> <p>Events and activities are communicated throughout the calendar year via newsletters, social media postings, and postings of the Environmental Commission website.</p>

Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment

Part IV.E.

<p>1. How does the municipality define “major development”? If it is different from the definition in N.J.A.C. 7:8, explain the difference.</p>
<p>The municipality defines “major development” the same as NJAC 7:8 as follows:</p> <p>a. An individual development, as well as multiple developments that individually or collectively result in:</p> <ul style="list-style-type: none"> 1. The disturbance of one or more acres of land since February 2, 2004; 2. The creation of 1/4 acre or more of regulated impervious surface since February 2, 2004; 3. The creation of 1/4 acre or more of regulated motor vehicle surface since March 2, 2021, or the effective date of this section, whichever is earlier; or 4. A combination of Subsections a2 and 3 above that totals an area of 1/4 acre or more. The same surface shall not be counted twice when determining if the combination area equals 1/4 acre or more. <p>b. Major development includes all developments that are part of a common plan of development or sale (for example, phased residential development) that collectively or individually meet any one or more of Subsection a1, 2, 3, or 4 above. Projects undertaken by any government agency that otherwise meet the definition of "major development" but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered major development.</p>
<p>2. Is the municipality’s stormwater control ordinance (SCO) the same as or more stringent than NJDEP’s model SCO? If more stringent, explain the difference.</p>
<p>The municipality’s SCO follows NJDEP’s model SCO template.</p>
<p>3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).</p>
<p>Applications for private development are reviewed by the Planning Board - Board of Adjustment Engineer to ensure compliance with the municipal SCO and RSIS. Stormwater management systems for municipal major development projects are designed by the Township Engineer following the SCO and RSIS standards. During construction of municipal and non-municipal development projects, the Township Engineer regularly inspects construction progress to confirm that stormwater improvements meet the standards of the approved site plan and construction details.</p>
<p>4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.</p>
<p>The Municipal Stormwater Management Plan includes requirements and the process for Mitigation Plans if a proposed development is granted a variance or exemption from the NJAC 7:8. The Applicant must provide a mitigation plan for the variance granted within the same drainage area as the proposed development.</p>

5. Indicate the dates of each iteration of the township’s Stormwater Control Ordinance, starting with the initial adoption and including revisions.	
1995	Initial Adoption
2006	Revised, Ordinance 2006-8
12/16/2020	Revised, Ordinance 2020-9
6. Indicate the dates of each iteration of the township’s Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.	
The Municipality’s Stormwater Management Plan was initially adopted April 2006 and then revised September 26, 2006. The MSWMP will be reviewed and updated (as needed) every 10 years when the Municipal Master Plan is reviewed.	

Form 5 – Ordinances
Part IV.F.1.

Ordinance	Date Adopted	Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.	Entity Responsible for Enforcement	Fees & Fines
1. Pet Waste	11/8/23	Yes	Animal Control Officer, BOH	\$50-\$75
2. Wildlife Feeding	11/8/23	Yes	Animal Control Officer, Code Enforcement, BOH	\$100-\$250
3. Litter Control	1989	No, it provides more detail about litter receptable requirements, defines public and private locations, and provides detailed litter activities on private & public locations.	Police Department	\$1,000
4. Improper Disposal of Waste	11/8/23	Yes	Department of Roads & Facility, Code Enforcement	\$100-\$500
5. Yard Waste	11/8/23	Yes	Department of Roads & Facility, Code Enforcement	\$100-\$200
6. Private Storm Drain Inlet Retrofitting	11/8/23	Yes	Township Engineer, Department of Roads & Facility, Code Enforcement	\$100-\$2,000
7. Illicit Connections	11/8/23	Yes	BOH	\$5500-\$750
8. Privately-Owned Salt Storage	10/18/23	Yes	Township Zoning Officer	\$2,000
9. Tree Removal- Replacement	<i>To be adopted in 2024 Model ordinance finalized on November 1, 2023 by NJDEP. Deadline for municipal adoption has been extended to May1, 2024</i>			
List any additional stormwater-related ordinances the municipality has adopted that address issues beyond the scope of the MS4 permit. Include adoption date, entity responsible for enforcement, and related fees and fines.				
Chapter 19 – Flood Damage Prevention. Adopted by Ord. No. 82-4 and last revised by Ord. No. 2009-5 https://ecode360.com/34873337				
Indicate the location of records associated with ordinances and related violations and enforcement actions below.				
Ordinance records are located in the Office of the Township Clerk, 140 Perryville Road Hampton NJ				
Records of violations and enforcement are kept at the office of the applicable enforcement agency.				

Form 6 – Street Sweeping

Part IV.F.2.a.i. and ii.

1. Provide a written description and/or attach a map outlining the sweeping schedule for the following:

- Segments of municipal roads with storm drain inlets that discharge to surface water (required at least 3 times each year)
- Segments of municipal roads that do not have storm drain inlets but do discharge to surface water (required at least 1 times each year)

Note: Only asphalt and concrete roads need to be swept. Roads that do not have storm drain inlets and do not discharge to surface water do not need to be swept.

The municipality has created a street sweeping map that identifies the roads to be swept on annual and tri-annual basis based on the MS4 permit that became effective January 1, 2023. Once the program is fully established (EDPA + 36 months), this section will be updated. In the meantime, the schedule is as follows:

- 3 times a year – all asphalt and concrete segments of roads with storm drain inlets.
- 1 time a year – all asphalt and concrete segments of roads without storm drain inlets.
- Never – chip & seal, dirt, County and State do not get swept by the Municipality.

2. Indicate if sweeping work is outsourced and if so, describe the arrangement.

Company to provide this service is to be determined.

Form 7 – MS4 Infrastructure
Part IV.F.2-4. and Part IV.G.2-3.

1. Municipal Storm Drain Inlets

- a. Describe how you ensure that municipal inlets without permanent wording cast into the design have been properly labelled.
- b. Describe how you ensure that municipal and private storm drain inlets have been retrofitted.
- c. Describe how you ensure that newly installed storm drain inlets include corresponding catch basins or other BMPs to collect solids.
- d. Describe when and how you conduct inspections of storm drain inlets and the criteria used to determine when they need to be cleaned.

- a. Municipal inlets without permanent wording cast into the design are replaced as needed, as part of any road improvement project. All castings and curb pieces with the appropriate labels are replaced to be compliant.
- b. Municipal storm drain inlets are retrofit during municipal, county, and state road resurfacing or reconstruction projects. A municipal inlet retrofitting program will be conducted from 2024 through 2027 to ensure all inlets are replaced or retrofit by January 1, 2028 per updated permit requirements.
Private storm drain inlet retrofitting required by the Township’s “Private Storm Drain Inlet Retrofitting” ordinance and is the responsibility of the private owner. The Township Engineer’s office inspects privately owned inlets as part of the inspection escrow for development projects to ensure plan conformance.
- c. New municipal inlets are designed by the Township Engineer to conform with current permit requirements for catch basins/BMPs.
Proposed private inlets are reviewed during plan development by the Planning Board Engineer for permit compliance. Construction is monitored by the Township Engineer’s office to ensure plan conformance.
- d. All municipal storm drain inlets are inspected at least annually by the Roads & Facilities staff. Areas subject to frequent flooding or stormwater backups are inspected more frequently. Debris and material found to be clogging an inlet is removed by Roads & Facilities staff and properly disposed. Residents are encouraged to monitor inlets adjacent to their property and clear debris as needed.

2. Municipal Catch Basins

- a. Describe when and how you conduct inspections of catch basins.
 - b. Describe the criteria used to determine when catch basins need to be cleaned.
-
- a. Catch basins are inspected and cleaned annually.
 - b. All municipal catch basins are inspected at least annually by the Roads & Facilities staff. If the catch basin contains debris such as leaves and sediment, the debris is removed by the Roads & Facilities Department.

3. Municipal Conveyance System

Describe when and how inspections of MS4 conveyance systems are conducted, and the criteria used to determine when they need to be cleaned. Include a description of the equipment and techniques used.

Roadside ditches and swales are monitored by Roads & Facilities staff while out conducting regular Township maintenance. Trash and excessive debris is removed immediately.

Storm sewer backups and clogs are investigated as soon as they are noted and/or reported. If the clog is determined to be caused by debris within a pipe, the pipe is cleaned by either the Roads & Facilities or an independent contractor.

Particular locations identified as sustaining more frequent debris accumulation or clogging (as noted by Roads & Facilities staff or reported by residents) are monitored more regularly.

4. Municipal Outfall Inspections – Stream Scouring

Describe the program in place to detect, investigate, and control localized stream scouring from stormwater outfalls. Include a description of the equipment and techniques used.

As part of the MS4 Mapping requirement (EDPA + 36 months), outfalls will be located and delineated on the MS4 Mapping. Each outfall identified is to be inspected at least once every five years, with a minimum of 20% of the total number of outfalls per year. The inspection includes evaluation of the pipe condition, bank stability, and identification of any localized stream scouring caused by the outfall. Photographs will be taken, if possible.

The department's Outfall Inspection Form is utilized for municipal outfall inspections and recordkeeping.

All complaints and reports of stream scouring will be investigated, within 30 days of receipt. If stream scouring is identified, remedial action is taken as soon as possible, and within 12 months. The Department's Stream Scouring Investigation Recordkeeping Form will be utilized for each incidence of stream scouring identified. The Township Engineer is consulted regarding appropriate repair and remediation methods. Stream scouring restoration is made in accordance with the following:

- Standards for Soil Erosion and Sediment Control in New Jersey.
- Requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13.
- Requirements in accordance with N.J.A.C. 7:8.
- Township Stormwater Control Ordinance.
- Residential Site Improvement Standards.

If a previously unidentified outfall is located, it is immediately inspected. The MS4 infrastructure map will be updated accordingly within the same calendar year.

Records under this category are maintained by the Department of Public Works and shared with the Township Engineer.

<p>5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfalls. Include a description of the equipment and techniques used. Record cases of illicit discharges using the DEP’s Illicit Connection Inspection Report Form from the Department’s main stormwater webpage.</p>
<p>As part of the MS4 Mapping requirement (EDPA + 36 months), outfalls will be located and delineated on the MS4 Mapping. Each outfall identified is to be inspected at least once every five years, with a minimum of 20% of the total number of outfalls per year. Illicit connection inspection is to be conducted during a dry weather period (72 hours following a rain event). If evidence of dry-weather flow is found, the upstream source is investigated. All complaints and reports of illicit connections will be investigated, within 30 days of receipt. If an illicit connection is identified, the entity responsible for the source is notified of its violation and ordered to remove the illicit connection. The Township Engineer is notified if needed. If the source cannot be identified, the NJDEP Enforcement Inspector and MS4 case manager will be notified.</p>
<p>6. Other Municipal Infrastructure List the types of MS4 infrastructure in your town that require inspection but are not noted above in items 1-5. Describe when and how you conduct inspections of this infrastructure and the criteria used to determine when they need to be maintained and/or cleaned.</p>
<p>The MS4 Infrastructure Mapping (EDPA + 36 months), has not been established yet, once all MS4 infrastructure is identified and delineated, this section will be updated.</p>
<p>7. Stormwater Facilities Not Owned or Operated by the Municipality Describe your program for ensuring adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality. This should include your plan for ensuring annual inspections are being done on these private properties and describe how you record the locations and logs associated with private infrastructure.</p>
<p>Private stormwater facility owners are notified by U.S. mail or email at the end of each year of their annual maintenance and reporting obligations. Annual reporting is due to the Township Engineer no later than December 31 of each calendar year. Reporting should include the following information at minimum: (1) Facility type and location; (2) Facility inspection date(s); (3) Date(s) and description of maintenance activities performed; and (4) Date(s) and description of any repairs made. The private stormwater facility owners are required to maintain the stormwater facilities in accordance with the long-term maintenance plan approved during site plan review, and/or practices described in the BMP Manual. NJDEP inspection forms may be utilized for reporting purposes.</p>
<p>8. Infrastructure Records Indicate the location of records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.</p>
<p>Records are kept at the Department of Roads & Facilities office and shared with the Township Engineer.</p>

Form 8 – Community-wide Measures


Part IV.F.2.

<p>1. Herbicide Application Management Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.</p>
<p>The Township does not utilize herbicides for management of vegetation.</p>
<p>2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.</p>
<p>The Township cleans up excess salt within 12 hours of completion of storm event.</p>
<p>3. Roadside Vegetative Waste Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).</p>
<p>Roadside grass trimming using mowers that mulch the clippings back onto the grassed areas. Grass trimmings are not blown or deposited into storm drain inlets or other stormwater facilities.</p>
<p>4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.</p>
<p>The Roads and Facility Department performs routine roadside inspections. In the event that roadside erosion is detected, the Roads and Facility Department will fill with road stone and topsoil as needed. Inspections of municipal roads occur at least once per year. Any repairs will be completed as soon as possible, but no later than 90 days from discovery, and be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey, N.J.A.C. 2:90-1, as applicable.</p>

Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Indicate the number of yards/sites the municipality owns or operates: One (1)

1. Site Name and Address		
140 Perryville Road Hampton, NJ 08827		
2. Monthly Site Inspections		
Describe the nature of inspections conducted at this site and the location of inspection logs.		
At least once monthly, the DPW Supervisor or designated trained DPW staff member inspects all aspects of the maintenance yard. The inspector ensures that stormwater protection measures are in place, including but not limited to: fuel tanks are secure and not leaking; machinery stored outside is not leaking substances; materials stored outside are protected from stormwater run-on and run-off; containers and dumpsters are covered; secondary containment structures are properly secured; spill kits are accessible. Inspection logs are kept on site at the DPW yard, and copies are provided annually to the Township Engineer.		
3. Inventory List		
List all materials and machinery that are potentially exposed to stormwater.		
Materials Stored Outside	Machinery/Equipment	Quantity
Topsoil	Woodchipper	
Stone	Backhoe	
	Asphalt Hot Box	
4. Discharge of Stormwater from Secondary Containment		
Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.		
The Township has a fuel tank protected by a secondary containment holding tank made of concrete with a rubber plug that remains plugged at all times. A visual inspection is performed of the secondary tank to ensure that the contents of the fuel tank have not come into contact with the stormwater to be discharged. If the stormwater is clear, the rubber plug is removed to discharge the stormwater. If it cannot be determined with reasonable certainty that the stormwater in the secondary containment area is uncontaminated, then the stormwater shall be hauled offsite for proper disposal.		
5. Fueling Operations		
Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.		
Yes. Fueling locations are inspected once per month. A trained member from the Roads & Facilities Department will supervise the bulk transfer of all fuel deliveries. Repairs to any equipment, tanks, pumps, piping, and fuel dispensing equipment found to be leaking or in disrepair are performed by outside contractors. 		
6. Vehicle/Equipment Maintenance and Repair		
Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.		
No, vehicle/equipment maintenance and repair are not performed on-site. The Township outsources these responsibilities to a local vehicle service center.		

<p>7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>
<p>Vehicles are currently not washed on site. The Township is in process of obtaining a wash bay that will be in compliance with the permit requirements.</p>
<p>8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>De-icing salt is stored in a permanent covered building at the maintenance yard. Inspections for spilled and tracked salt are conducted immediately after loading and unloading activities. The storage area is swept and kept clean using dry cleaning methods.</p>
<p>9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>These types of materials are not processed nor stored at the site.</p>
<p>10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Yes, cold patch asphalt is stored on blacktop and covered with a tarp for protection and to avoid contamination from these materials. Additionally, materials are contained by berms to control stormwater run-on or run through.</p>
<p>11. Street Sweepings and Storm Sewer Cleanout Materials Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>The street sweeping program is not established yet. Once established, materials will be hauled off-site to a licensed disposal facility similar to the storm sewer materials.</p>
<p>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>These types of materials are hauled off-site to a licensed disposal facility by a contracted provider.</p>

13. Scrap Tires

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

The Township does not accept or store scrap tires.

14. Inoperable Vehicles and Equipment

Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.

The Township does not store inoperable vehicles or equipment on site. They stored at a contracted repair facility.

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator (SPC).
The Township Engineer is the designated municipal SPC. NJDEP’s mandatory MS4 Tier A SPC training was completed on October 4, 2023.

Topic	Municipal Employees
	Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
	Describe the training provided for municipal staff.
SPPP	<p>At least once per year, the Township Engineer (SPC) provides SPPP training for municipal staff via video-based training and/or in-person meetings. Training shall be conducted within 3 months of commencement of duties and on an annual basis thereafter.</p> <p>If there are new permit requirements/changes to existing permit requirements, the Township Engineer distributes a comprehensive summary to the Township Administrator, Clerk, Roads and Facilities Department Superintendent, Governing Body Members, Board Members, and Board Professionals with detailed requirements that must be met.</p>
Construction Site Stormwater Runoff	The Township Engineer, and designated inspectors from their office, perform construction inspection within the Township. The SPC reviews updates to the MS4 permit requirements with the Township inspectors as least twice per year.
Post-Construction Stormwater Management in New and Redevelopment	The Department of Roads and Facilities provides annual in-person and/or video-based training to staff regarding construction, maintenance and operation of municipal stormwater management facilities available from NJDEP and NJMEL. Webinars are available from NJDEP and NJMEL: https://njmel.org/mel-safety-institute/webinars/
Community-wide Ordinances	Municipal departments responsible for enforcement of each community-wide ordinance provide training to pertinent staff on an annual basis.
Community-wide Measures	The Department of Roads and Facilities provides annual in-person and/or video-based training to staff regarding community wide measures for deicing operations, roadside erosion control, etc. Webinars are available from NJDEP and NJMEL: https://dep.nj.gov/stormwater/stormwater-training/#dpw-training https://njmel.org/mel-safety-institute/webinars/
Stormwater Facilities Maintenance	The Township Engineer (SPC) provides staff with video training on stormwater facilities maintenance using webinars available from NJDEP and NJMEL. Webinars are available from NJDEP and NJMEL: https://dep.nj.gov/stormwater/stormwater-training/#dpw-training https://njmel.org/mel-safety-institute/webinars/

Municipal Maintenance Yards and Other Ancillary Operations	The Department of Roads and Facilities provides annual in-person training to staff regarding maintenance and operation at the Township yard.
MS4 Mapping	The Township Engineer (SPC) ensures that its staff receives appropriate training to develop the Township MS4 Infrastructure Map according to permit requirements.
Outfall Stream Scouring	The Department of Roads and Facilities provides annual in-person and/or video-based training to staff regarding scour at municipal outfalls. Webinars are available from NJDEP and NJMEL: https://dep.nj.gov/stormwater/stormwater-training/#dpw-training https://njmel.org/mel-safety-institute/webinars/
Illicit Discharge Detection and Elimination	The Township Engineer provides annual in-person and video-based training to regarding detection and elimination of illicit discharge. Webinars are available from NJDEP and NJMEL: https://dep.nj.gov/stormwater/stormwater-training/#dpw-training https://njmel.org/mel-safety-institute/webinars/

Stormwater Management Design Reviewers

Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.

The Planning Board Engineer and Township Engineers comply with MS4 permit requirements, which requires individuals who review and approve stormwater management designs for major development on behalf of the municipality to attend the NJDEP Stormwater Management Design Review (SWMDR) course at least once every five (5) years. Also, whenever N.J.A.C. 7:8 rules are amended, these individuals are to attend a Department training within one (1) year of adoption of amendments.

Municipal Board and Governing Body Members

Describe the training provided for members of the planning/zoning board and municipal council.

All municipal Board and Governing Body members who review and approve applications for development and redevelopment projects have completed the video-based training “Asking the Right Questions in Stormwater Review Training Tool” as required by NJDEP.

Once per term of service thereafter, there municipal Board and Governing Body members review at least one of the following training tools related to Stormwater Management Rules posted on NJDEP’s website.

Initial Training: “Asking the Right Questions in Stormwater Review Training Tool”
<https://nj.gov/dep/stormwater/arg/>

Once per term of service thereafter, review at least one of the following training tools accessed from the following link: <https://dep.nj.gov/stormwater/stormwater-training/#reviewers-training>

- Stormwater Management Rules Applicability
- Stormwater Management Rules Planning
- Stormwater Management Rules Design & Performance
- Stormwater Management Rules Safety
- Stormwater Management Through General Permit for MS4s

Training Records

Indicate the location of training records for the above required training.

Records of training are located at the offices of the Department of Roads & Facilities Department, Municipal Clerk, and Planning Board Secretary. Copies of logs are also provided to the Township Engineer.

Form 11 – MS4 Mapping
Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
Link will be provided once the MS4 Map is created. It will be added to the Township website as well.	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	Once identified, value will be provided.
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	Once identified, value will be provided.
c. MS4 interconnections	Once identified, value will be provided.
d. MS4 storm drain inlets	Once identified, value will be provided.
e. MS4 manholes	Once identified, value will be provided.
f. Length of conveyance (channels, pipes, ditches, etc.)	Once identified, value will be provided.
g. MS4 pump stations	Once identified, value will be provided.
h. MS4 stormwater facilities (any that are not listed above)	Once identified, value will be provided.
i. Maintenance yard(s) and other ancillary operations	Once identified, value will be provided.
3. Describe how the municipality’s outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).	
Once the Outfall/Infrastructure Map is created, it will be reviewed annually by the Township Engineer and updated if new municipal outfalls were constructed and/or identified. New data will be submitted to the Township’s MS4 Case Manager.	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
The MS4 Infrastructure Map is under development. The Township Engineer is coordinating with the DPW and other municipal leaders to systematically inventory all MS4 components. Once a detailed plan is established, it will be reflected in this section of the SPPP.	

Form 12 – Watershed Improvement Plan

Part IV.H.

<p>1. Describe how your municipality is developing its Watershed Improvement Plan.</p>
<p>The Township is still in the early stages of the development of the Watershed Improvement Plan (WIP). Once a detailed plan is established, it will be reflected in this section of the SPPP.</p>
<p>2. Describe any regional projects or collaboration efforts with other municipalities.</p>
<p>Not applicable at this time. The Township anticipates that the new MS4 permit requirements will result in regional collaboration opportunities that will encourage local goals and initiatives to improve the local watershed.</p>
<p>3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.</p>
<p>All meeting notices, agendas, minutes and other public records are kept in the office of the Municipal Clerk.</p>