TOWNSHIP OF PARSIPPANY TROY-HILLS

STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

1001 Parsippany Boulevard
Parsippany, NJ 07054

The following Stormwater Pollution Prevention Plan details the best management practices maintained at the Township of Parsippany Troy-Hills to stay in compliance with the Master General Permit No. NJ0141852 (Category Code R9) For Tier A Municipal Separate Storm Sewer Systems (aka the Tier A MS4 NJPDES Permit)

Facility Permit #NJG0150266

Last Revision Date: June 17, 2020

Prepared By:
Stormwater Compliance Solutions, LLC
180 Main Street, PO Box 572
Chester, NJ 07930
(908) 879-1145

TABLE OF CONTENTS

Tier A MS4 NJPDES Permit

Summary of Statewide Basic Permit Requirements

Stormwater Pollution Prevention Plan (SWPPP)

Tier A MS4 NJPDES Permit

State of New Jersey

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

DEPARTMENT OF ENVIRONMENTAL PROTECTION
Mail Code - 401-02B
Water Pollution Management Element
Bureau of Nonpoint Pollution Control
P.O. Box 420 – 401 E. State St.
Trenton, NJ 08625-0420
Tel: (609) 633-7021 / Fax: (609) 777-0432
http://www.state.nj.us/dep/dwq/bnpc_home.htm

BOB MARTIN
Commissioner

November 9, 2017

Re: R9 - Tier A Municipal Stormwater General Permit
NJPDES: NJ0141852 PI ID #: 50577
NJPDES MASTER GENERAL PERMIT PROGRAM INTEREST
Trenton City, Mercer

Dear Interested Party:

Enclosed is a **final** New Jersey Pollutant Discharge Elimination System (NJPDES) permit action identified above which has been issued in accordance with N.J.A.C. 7:14A. The Tier A Municipal Stormwater General Permit authorizes the discharge of stormwater from small municipal separate storm sewer systems (MS4). The permit was issued in response to USEPA's Phase II rules. Tier A municipalities are generally located within the more densely populated regions of the state or along or near the coast. The Tier A permit addresses stormwater quality issues related to both new and existing development.

A summary of the significant and relevant comments received on the draft action during the public comment period, the Department's responses, and an explanation of any changes from the draft action have been included in the Response to Comments document attached hereto as per N.J.A.C. 7:14A-15.16.

The final Tier A MS4 NJPDES permit and supporting documents are also posted at http://www.nj.gov/dep/dwq/tier_a.htm. Here you can find a crosswalk which provides a detailed comparison of changes from 2009 to this 2017 permit, and a Frequently Asked Questions document. These documents will be useful in understanding the final permit.

Questions or comments regarding the final action should be addressed to Stephen Boyer at (609) 633-7021.

Sincerely,

James J. Murphy, Chief
Bureau of Nonpoint Pollution Control

Enclosures
c: Permit Distribution List

NEW JERSEY POLLUTANT DISCHARGE ELIMINATION SYSTEM

The New Jersey Department of Environmental Protection hereby grants you a NJPDES permit for the facility/activity named in this document. This permit is the regulatory mechanism used by the Department to help ensure your discharge will not harm the environment. By complying with the terms and conditions specified, you are assuming an important role in protecting New Jersey's valuable water resources. Your acceptance of this permit is an agreement to conform with all of its provisions when constructing, installing, modifying, or operating any facility for the collection, treatment, or discharge of pollutants to waters of the state. If you have any questions about this document, please feel free to contact the Department representative listed in the permit cover letter. Your cooperation in helping us protect and safeguard our state's environment is appreciated.

Permit Number: NJ0141852

Final: Stormwater Discharge Master General Permit Renewal

Permittee:
Master General Permit
Per Individual Notice of Authorization

Co-Permittee:

Property Owner:
NJDEP DIVISION OF WATER QUALITY
401 E STATE ST
Trenton, NJ 08625

Location Of Activity:
Master General Permit
Per Individual Notice of Authorization

Authorization(s) Covered Under This Approval	Issuance Date	Effective Date	Expiration Date
R9 -Tier A Municipal Stormwater General Permit	11/09/2017	01/01/2018	12/31/2022

By Authority of:
Commissioner's Office

DEP AUTHORIZATION
James J. Murphy, Chief
Bureau of Nonpoint Pollution Control
Water Pollution Management Element

(Terms, conditions and provisions attached hereto)

PART I
GENERAL REQUIREMENTS:
NJPDES

A. General Requirements of all NJPDES Permits

1. Requirements Incorporated by Reference

a. The permittee shall comply with all conditions set forth in this permit and with all the applicable requirements incorporated into this permit by reference. The permittee is required to comply with the regulations, including those cited in paragraphs b. through e. following, which are in effect as of the effective date of the final permit.

b. General Conditions

Penalties for Violations	N.J.A.C. 7:14-8.1 et seq.
Incorporation by Reference	N.J.A.C. 7:14A-2.3
Toxic Pollutants	N.J.A.C. 7:14A-6.2(a)4i
Duty to Comply	N.J.A.C. 7:14A-6.2(a)1 & 4
Duty to Mitigate	N.J.A.C. 7:14A-6.2(a)5 & 11
Inspection and Entry	N.J.A.C. 7:14A-2.11(e)
Enforcement Action	N.J.A.C. 7:14A-2.9
Duty to Reapply	N.J.A.C. 7:14A-4.2(e)3
Signatory Requirements for Applications and Reports	N.J.A.C. 7:14A-4.9
Effect of Permit/Other Laws	N.J.A.C. 7:14A-6.2(a)6 & 7 & 2.9(c)
Severability	N.J.A.C. 7:14A-2.2
Administrative Continuation of Permits	N.J.A.C. 7:14A-2.8
Permit Actions	N.J.A.C. 7:14A-2.7(c)
Reopener Clause	N.J.A.C. 7:14A-6.2(a)10
Permit Duration and Renewal	N.J.A.C. 7:14A-2.7(a) & (b)
Consolidation of Permit Process	N.J.A.C. 7:14A-15.5
Confidentiality	N.J.A.C. 7:14A-18.2 & 2.11(g)
Fee Schedule	N.J.A.C. 7:14A-3.1
Treatment Works Approval	N.J.A.C. 7:14A-22 & 23

c. Operation And Maintenance

Need to Halt or Reduce not a Defense	N.J.A.C. 7:14A-2.9(b)
Proper Operation and Maintenance	N.J.A.C. 7:14A-6.12

d. Monitoring And Records

Monitoring	N.J.A.C. 7:14A-6.5
Recordkeeping	N.J.A.C. 7:14A-6.6
Signatory Requirements for Monitoring Reports	N.J.A.C. 7:14A-6.9

e. Reporting Requirements

Planned Changes	N.J.A.C. 7:14A-6.7
Reporting of Monitoring Results	N.J.A.C. 7:14A-6.8
Noncompliance Reporting	N.J.A.C. 7:14A-6.10 & 6.8(h)
Hotline/Two Hour & Twenty-four Hour Reporting	N.J.A.C. 7:14A-6.10(c) & (d)
Written Reporting	N.J.A.C. 7:14A-6.10(e) &(f) & 6.8(h)
Duty to Provide Information	N.J.A.C. 7:14A-2.11, 6.2(a)14 & 18.1
Schedules of Compliance	N.J.A.C. 7:14A-6.4
Transfer	N.J.A.C. 7:14A-6.2(a)8 & 16.2

PART II

GENERAL REQUIREMENTS: DISCHARGE CATEGORIES

A. Additional Requirements Incorporated By Reference

a. The Stormwater Management rules at N.J.A.C. 7:8.

b. Conditions for General Permits at N.J.A.C. 7:14A-6.13, including the Department's authority to require, for due cause, a Tier A Municipality to apply for and obtain a different stormwater permit for specific activities otherwise authorized under this permit.

c. Additional Conditions applicable to UIC permits at N.J.A.C. 7:14A-8.9, UIC Corrective Action (N.J.A.C. 7:14A-8.11) and UIC Operating Criteria (N.J.A.C. 7:14A-8.16).

d. Conditions for reopening and modification of small MS4 permits at N.J.A.C. 7:14A-16.4(b) and N.J.A.C. 7:14A-25.7(b).

e. Requirements for Discharges to Ground Water at N.J.A.C. 7:14A-7.

f. National Pollutant Discharge Elimination System (NPDES) Electronic Reporting rule at 40 CFR Part 127.

B. General Conditions

1. Notification of Non-Compliance

a. The Tier A Municipality shall notify the Department of any non-compliance when required by N.J.A.C. 7:14A-6.10 by contacting the DEP Hotline at 1-877-WARN-DEP.

2. Discharge of Pollutants

a. For discharges authorized by this permit, the Tier A Municipality is exempt from N.J.A.C. 7:14A-6.2(a)2. This exemption means that the discharge of any pollutant not specifically regulated in this NJPDES permit or listed and quantified in the RFA shall not constitute a violation of the permit.

3. Standard Reporting Requirements – Electronic Reporting of NJPDES Information

a. Unless already required by this permit to be submitted electronically by an earlier date, effective December 21, 2020, the below identified documents and reports shall be electronically submitted via the Department's designated electronic submission service:

i. General permit authorization requests (i.e. RFAs);

ii. General permit termination/revocation requests; and

iii. Municipal separate storm sewer system (MS4) program reports (see Part IV.G).

4. Other Regulatory Requirements

a. Permit conditions remain in effect and enforceable until and unless the permit is modified, renewed or revoked by the Department.

b. The issuance of this permit shall not be considered as a waiver of any applicable federal, State or local rules, regulations and ordinances.

c. In accordance with N.J.A.C. 7:14A-6.2(a)7, this permit does not authorize any infringement of State or local law or regulations, including, but not limited to, N.J.A.C. 7:50 (the Pinelands rules), N.J.A.C. 7:1-E (Discharges of Petroleum and other Hazardous Substances), regulations concerning threatened and endangered species and their designated critical habitat, and other Department rules. No discharge of hazardous substances (as defined in N.J.A.C. 7:1E-1.6) resulting from an onsite spill shall be deemed to be "pursuant to and in compliance with this permit" within the meaning of the Spill Compensation and Control Act at N.J.S.A. 58:10-23.11c.

d. While the Tier A Municipality is required to comply with applicable operation and maintenance requirements of N.J.A.C. 7:14A-6.12(a), the Tier A Municipality is exempt from the operations and maintenance manual requirements of N.J.A.C. 7:14A-6.12(c). This exemption applies only to discharges authorized under this permit and does not alter the operation and maintenance requirements for municipally or privately owned stormwater facilities specified in this permit or N.J.A.C. 7:8.

C. Eligibility

1. Permit Scope

a. The Tier A MS4 NJPDES Permit applies to all areas of New Jersey as follows:

i. This permit applies to all municipalities assigned to Tier A under N.J.A.C. 7:14A-25.3(a)1. Tier A Municipalities are generally located within the more densely populated regions of the state or along or near the Atlantic coast.

ii. On a case-by-case basis, the Department may use this permit to regulate municipalities assigned to Tier B under N.J.A.C. 7:14A-25.3(a). As used in this permit, the term "Tier A Municipality" includes Tier B Municipalities that seek or obtain authorization under this provision of this permit.

b. This permit applies to the owner or operator of the Municipal Separate Storm Sewer System (MS4) meaning the Tier A Municipality. The owner or operator is responsible for ensuring compliance with this permit.

c. The short title of this permit is the "Tier A MS4 NJPDES permit."

2. Authorized Discharges Under the Tier A MS4 NJPDES Permit

a. Eligible Stormwater Discharges – Except as provided in Part II.C.3 below, this permit authorizes all new and existing stormwater discharges to surface water and groundwater from:

i. Small MS4s (as defined at N.J.A.C. 7:14A-1.2) owned or operated by Tier A Municipalities; and

ii. Municipal maintenance yards and other ancillary operations (see Part IV.B.5.c) owned or operated by Tier A Municipalities.

b. Eligible Non-Stormwater Discharges – Except as identified in Part II.C.3.e below, the following new and existing non-stormwater discharges from small MS4s owned or operated by Tier A Municipalities and from Municipal maintenance yards and other ancillary operations (see Part IV.B.5.c) owned or operated by Tier A Municipalities are eligible for authorization under this permit:

i. Potable water line flushing and discharges from potable water sources, excluding the discharge of filter backwash and first flush water from potable well development/redevelopment activities utilizing chemicals in accordance with N.J.A.C. 7:9D. The volume of first flush water, which is a minimum of three times the volume of the well water column, shall be handled and disposed of properly;

ii. Uncontaminated ground water (e.g. infiltration, crawl space or basement sump pumps, foundation or footing drains, rising ground waters);

iii. Air conditioning condensate (excluding contact and non-contact cooling water; and industrial refrigerant condensate);

iv. Irrigation water (including landscape and lawn watering runoff);

v. Flows from springs, riparian habitats, wetlands, water reservoir discharges and diverted stream flows;

vi. Residential car washing water; and dechlorinated swimming pool discharges from single family residential homes;

vii. Sidewalk, driveway and street wash water;

viii. Flows from firefighting activities including the washing of fire fighting vehicles;

ix. Flows from clean water rinsing of beach maintenance equipment immediately following use and only if the equipment is used for its intended purpose;

x. Flows from clean water rinsing of equipment and vehicles used in the application of salt and de-icing materials. Prior to rinsing, all equipment shall be cleaned using dry methods such as shoveling and sweeping. Recovered materials are to be returned to storage or properly discarded; and

xi. Rinsing of equipment in Part II.C.2.b.ix and x, above is limited to exterior, undercarriage, and exposed parts and does not apply to engines or other enclosed machinery.

3. Discharges Not Authorized Under the Tier A MS4 NJPDES Permit

a. Stormwater Discharges Associated with Industrial Activity

i. The Tier A MS4 NJPDES Permit does not authorize “stormwater discharge associated with industrial activity” as defined in N.J.A.C. 7:14A-1.2 except as otherwise specifically provided in this permit.

ii. Types of facilities that a Tier A Municipality might operate and that are considered to be engaging in “industrial activity” include but are not limited to certain: 1) landfills; 2) transportation facilities (including certain local passenger transit and air transportation facilities); 3) facilities handling domestic sewage or sewage sludge; and 4) steam electric power generating facilities.

iii. Any municipality that operates an industrial facility with such a discharge must submit a separate Request for Authorization (RFA) or individual permit application for that discharge (see www.nj.gov/dep/dwq/forms_storm.htm). An RFA submitted for the Tier A MS4 NJPDES Permit does not qualify as an RFA for such a discharge.

iv. Yard Trimmings and Wood Waste Management Sites that are not owned and operated by the Tier A Municipality.

b. Stormwater Discharges Associated with Construction Activity

i. The Tier A MS4 NJPDES Permit does not authorize "stormwater discharges associated with construction activity" as described in N.J.A.C. 7:14A-24.10(a). In general, this is the discharge to surface water of stormwater from construction activity that disturbs at least one acre.

ii. Any municipality that operates a construction site with such a discharge shall submit a separate RFA under NJPDES Permit No. NJ0088323 (General Stormwater Permit Construction Activity, see www.nj.gov/dep/dwq/5g3.htm), or an application for an individual permit for that discharge. An RFA submitted for the Tier A MS4 NJPDES Permit does not qualify as an RFA for such a discharge. See Part IV.B.3 of the Tier A MS4 NJPDES Permit.

c. Stormwater Discharges Authorized under Another NJPDES Permit

i. The Tier A MS4 NJPDES Permit does not authorize any stormwater discharge that is authorized under another NJPDES permit.

ii. A Tier A Municipality does not have to implement measures contained in this NJPDES permit for stormwater discharges at facilities owned or operated by that municipality that are regulated under a separate NJPDES stormwater permit authorizing those discharges.

d. Stormwater Discharges that Conflict with a Water Quality Management Plan

i. The Tier A MS4 NJPDES Permit does not authorize stormwater discharges from projects or activities that conflict with an adopted Areawide or Statewide Water Quality Management Plan.

e. Non-Stormwater Discharges that are Contributors of Pollutants

i. If any of the discharges listed in Part II.C.2.b above are identified by the Tier A Municipality as a significant contributor of pollutants to or from the MS4, the Tier A Municipality must address the discharge as an illicit connection or as an improper disposal of waste as specified in Part IV.B.6 of this permit.

D. Administrative Process

1. Automatic Renewal of Authorizations

a. Upon reissuance of this general permit, existing authorizations shall be automatically renewed as provided by N.J.A.C. 7:14A-6.13(d)9 and 25.4(a)3 using the information provided in the permittees' most recently submitted RFA.

2. Notification of Changes

a. A Tier A Municipality shall provide a corrected RFA to the Department within 90 days of the effective date of a renewed authorization under this general permit if any information in its most recently submitted RFA is no longer true, accurate, and/or complete.

b. The Tier A Municipality shall notify the Department of any changes of its Municipal Stormwater Program Coordinator information using www.nj.gov/dep/dwq/pdf/msrp_update_form.pdf

c. A Tier A Municipality that already has authorization to discharge from a small MS4 under the Tier A permit does not need to submit an RFA for the expansion (e.g. new residential development) of an existing small MS4.

3. Requests for Authorization (RFA, see www.nj.gov/dep/dwq/forms_storm.htm)

a. New RFAs under the Tier A MS4 permit

i. A single RFA is required for the entire eligible discharge from the small MS4 owned or operated by and located within a single municipality. Multiple RFAs are not required for multiple municipal operations (e.g., municipally owned and operated maintenance yards or other ancillary operations, facilities, garages, and/or offices).

ii. An RFA shall include at a minimum: the name and address of the municipality; the name and address of the Municipal Stormwater Program Coordinator; a certification acknowledging the best management practices and measurable goals specified in the permit; and any other information as required by the Department.

b. Upon receipt of an RFA the Department may, in accordance with N.J.A.C. 7:14A-6.13, do one of the following:

i. Issue notification of authorization under this permit;

ii. Deny authorization under this permit and require submittal of an application for an individual permit; or

iii. Deny authorization under this permit and require submittal of an RFA for another general permit.

c. Reassignment of Municipality to Tier A

i. If a municipality receives notice from the Department (pursuant to N.J.A.C. 7:14A-25.3(a)(3)) that it has been reassigned from Tier B to Tier A (pursuant to N.J.A.C. 7:14A-25.3(a)(1) and (2)), the deadline to submit an RFA is 180 days after the receipt of that notice, unless the Department approves a later date.

PART III
Recordkeeping and Reporting

The Tier A Municipality shall keep records necessary to document, in the Annual Report and Certification, the status of compliance with the conditions of this permit. The requirement to keep records and to submit an Annual Report and Certification is found at Part IV.G of this permit.

PART IV

SPECIFIC REQUIREMENTS: NARRATIVE

Notes and Definitions

A. Footnotes

1. Acronyms

a. Stormwater acronyms included in this permit are as follows:

i. "BMP" - Best Management Practice

ii. "CFR" - Code of Federal Regulations

iii. "EDPA" - Effective Date of Permit Authorization

iv. "MS4" - Municipal Separate Storm Sewer System

v. "MSWMP" - Municipal Stormwater Management Plan

vi. "MSRP" - Municipal Stormwater Regulation Program

vii. "MTD" - Manufactured Treatment Device

viii. "N.J.A.C." - New Jersey Administrative Code

ix. "NJPDES" - New Jersey Pollutant Discharge Elimination System

x. "N.J.S.A." - New Jersey Statutes Annotated

xi. "RSIS" - Residential Site Improvement Standards

xii. "SPPP" - Stormwater Pollution Prevention Plan

xiii. "TMDL" - Total Maximum Daily Load

2. Internal Cross References

a. For the purposes of this permit:

i. References to Part IV Notes and Definitions are preceded with the words "Notes and Definitions" (e.g. Notes and Definitions Part IV.A.1 refers to Acronyms).

ii. References to Part IV Tier A MS4 NJPDES Permit are not preceded by descriptive text (e.g. Part IV.A.1 refers to Overview of the Tier A MS4 NJPDES Permit).

3. Department Resources for Guidance Relating to MS4 Issues

a. MS4 main website and related links: www.nj.gov/dep/dwq/msrp_home.htm

b. MS4 Tier A Guidance document: www. nj.gov/dep/dwq/tier_a_guidance.htm

Notes and Definitions

c. Construction Site Stormwater Runoff: www.nj.gov/dep/dwq/5g3.htm

d. Snow Removal and Disposal Policy: www.nj.gov/dep/dwq/bnpc_home.htm

e. Green Infrastructure and related links: www.nj.gov/dep/gi/

f. Stormwater management information and training tools: www.nj.gov/dep/stormwater/

g. Public education for stormwater pollution: www.cleanwaternj.org

h. Clean Communities, a statewide litter abatement program: www.njclean.org

i. Total Maximum Daily Load (TMDL) information: www.nj.gov/dep/dwq/msrp-tmdl-rh.htm

4. EPA Resources for Guidance Relating to MS4 Issues

a. EPA's MS4 website and related links: www.epa.gov/npdes/stormwater-discharges-municipal-sources

b. EPA's National Menu of Stormwater Best Management Practices: www.epa.gov/npdes/national-menu-best-management-practices-bmps-stormwater

c. EPA's guidance for Green Infrastructure: http://water.epa.gov/infrastructure/greeninfrastructure/index.cfm

d. Guidance from EPA Region 3 for municipalities that wish to improve their municipal stormwater programs: www.epa.gov/npdes/pubs/region3_factsheet_swmp.pdf

e. EPA's Trash Free Waters resource page: www.epa.gov/trash-free-waters

f. Illicit Discharge Detection and Elimination Guidance www3.epa.gov/npdes/pubs/idde_manualwithappendices.pdf

B. Definitions

1. Definitions

a. All words and terms used in this permit shall have meanings as defined in the "Regulations Concerning the New Jersey Pollutant Discharge Elimination System" (N.J.A.C. 7:14A), unless otherwise stated or unless the context clearly requires a different meaning.

b. "Catch Basin" means a cistern, vault, chamber or well that is usually built along a street as part of the storm sewer system to capture sediment, debris, and pollutants.

c. "Effective Date of Permit Authorization" means the date the permittee's authorization to discharge under this Tier A MS4 NJPDES permit becomes effective. This date may be found on the permittee's Authorization to Discharge.

d. "Existing permittee" means a municipality that held an authorization to discharge under the Tier A MS4 NJPDES permit on or before December 31, 2017.

e. "Green infrastructure" means methods of stormwater management that reduce wet weather/stormwater volume, flow, or changes the characteristics of the flow into combined or separate sanitary or storm sewers, or surface waters, by allowing the stormwater to infiltrate, to be treated by vegetation or by soils, or to be stored for reuse. Green infrastructure includes, but is not limited to, pervious paving, bioretention basins, vegetated swales, and cisterns.

f. "Illicit connection" means any physical or non-physical (i.e. leak, flow, or overflow into the municipal separate storm sewer system) connection that discharges the following to a municipal separate storm sewer system (unless that discharge is authorized under a NJPDES permit other than this Tier A MS4 NJPDES permit);

   i. Domestic sewage;

   ii. Non-contact cooling water, process wastewater, or other industrial waste (other than stormwater); or

   iii. Any category of non-stormwater discharges that a permittee for the MS4 identifies as a source or significant contributor of pollutants pursuant to 40 C.F.R. 122.34(b)(3)(iii).

g. "Maintenance plan" means a maintenance plan pursuant to N.J.A.C. 7:8-5.2(b) and 5.8 prepared by the design engineer for the stormwater management measures incorporated into the design of a major development.

h. "Major development" means any development that provides for ultimately disturbing one or more acres of land and any additional development defined as "major development" by a municipality's stormwater control ordinance. Disturbance is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting, or removing of vegetation. Projects undertaken by any government agency which 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-1et seq., are also considered "major development."

i. "Manufactured treatment device" means a pre-fabricated stormwater treatment structure utilizing settling, filtration, absorptive/adsorptive materials, vortex separation, vegetative components, and/or other appropriate technology to remove pollutants from stormwater runoff.

j. "Municipal separate storm sewer" means a municipal separate storm sewer as defined in N.J.A.C. 7:14A-1.2.

k. "Municipality" means a municipality as defined in the Municipal Land Use Law at N.J.S.A. 40:55D-5, that is, any city, borough, town, township, or village.

l. "New permittee" means a municipality that obtains its first authorization to discharge under the Tier A MS4 NJPDES permit on or after January 1, 2018.

m. "Permanent structure" means a permanent building or permanent structure that is anchored to a permanent foundation with an impermeable floor, and that is completely roofed and walled (a door is recommended, but not required). A fabric frame structure is a permanent structure if it meets the following specifications:

   i. Concrete blocks, jersey barriers or other similar material shall be placed around the interior of the structure to protect the side walls during loading and unloading of de-icing materials;

   ii. The design shall prevent stormwater run-on and run through and the fabric cannot leak;

   iii. The structure shall be erected on an impermeable slab;

   iv. The structure cannot be open sided; and

   v. The structure shall have a roll up door or other means of sealing the access way from wind driven rainfall.

n. "Small MS4" means all municipal separate storm sewers (other than "large" or "medium" municipal separate storm sewer systems as defined in N.J.A.C. 7:14A-1.2) that are:

   i. Owned or operated by municipalities described under N.J.A.C. 7:14A-25.1(b);

   ii. Owned or operated by county, State, interstate, or Federal agencies, and located at public complexes as described under N.J.A.C. 7:14A-25.2(a)2;

   iii. Owned or operated by county, State, interstate, or Federal agencies, and located at highways and other thoroughfares as described under N.J.A.C. 7:14A-25.2(a)3; or

   iv. Owned or operated by county, State, interstate, Federal, or other agencies, and receive special designation under N.J.A.C. 7:14A-25.2(a)4.

   v. Note that all MS4s covered under the Tier A MS4 NJPDES permit are "small MS4s".

o. "Solids and floatable materials" means sediment, debris, trash, and other floating, suspended, or settleable solids as defined at N.J.A.C. 7:14A-25.6(b)3iii.

p. "Storm drain inlet" means the point of entry into the storm drain system and is, where a catch basin is present, the uppermost portion (or cover) of a catch basin.

q. "Stormwater" means water resulting from precipitation (including rain and snow) that runs off the land's surface; is transmitted to the subsurface; is captured by separate storm sewers or other sewerage or drainage facilities; or is conveyed by snow removal equipment.

r. "Stormwater facility" includes, but is not limited to: catch basins, detention basins, retention basins, filter strips, riparian buffers, infiltration trenches, sand filters, constructed wetlands, wet basins, bioretention systems, low flow bypasses, and stormwater conveyances. Stormwater facilities include structural stormwater management measures.

s. "Stormwater management basin" means an excavation or embankment and related areas designed to retain stormwater runoff. A stormwater management basin may either be normally dry (that is, a detention basin or infiltration basin), retain water in a permanent pool (a retention basin or wet pond), or be planted mainly with wetland vegetation (most constructed stormwater wetlands).

t. "Stormwater management measure" means any structural or nonstructural strategy, practice, technology, process, program, or other method intended to control or reduce stormwater runoff and associated pollutants, or to induce or control the infiltration or groundwater recharge of stormwater or to eliminate illicit or illegal non-stormwater discharges into stormwater conveyances. Stormwater management measures include stormwater facilities.

u. "Stream scouring" means the erosion or removal of streambed or bank material by the physical action of flowing water and the sediment that it carries.

v. "Subsurface infiltration/detention system" means a vault, perforated pipe, and/or stone bed that is located entirely below the ground surface and that temporarily stores and attenuates stormwater runoff."

w. "Tier A Municipality's MS4" means an MS4 owned and operated by a Tier A Municipality.

x. "Wood waste" means source separated whole trees, tree trunks, tree parts, tree stumps, brush and leaves provided that they are not composted, and lumber (non-chemically treated and unpainted);

y. "Yard trimmings" means grass clippings, leaves, wood chips from tree parts, and brush.

z. "Yard waste" means loose leaves and grass clippings.

Tier A Municipal Stormwater General Permit

A. Permit Overview

1. Overview of the Tier A MS4 NJPDES Permit

a. The Tier A Municipality (i.e. the permittee) is required to develop, update, implement and enforce an MS4 stormwater program. A primary objective of the MS4 stormwater program is to implement best management practices and other measures that are designed to achieve the permit's requirement to reduce the discharge of pollutants from the Tier A Municipality's MS4, municipal maintenance yards and other ancillary operations, to the maximum extent practicable pursuant to N.J.A.C. 7:14A-25.6(a)1 and 40 CFR 122.34(a), to protect water quality, and to satisfy the applicable water quality requirements of the Clean Water Act.

2. Primary Plans Required by the Tier A MS4 NJPDES Permit

a. The Stormwater Pollution Prevention Plan (SPPP) documents the Tier A Municipality's stormwater program and describes the measures necessary for compliance with the Statewide Basic Requirements as well as any Other Control Measures, Additional Measures and/or Optional Measures (if deemed appropriate). See Part IV.F (SPPP) and Attachment A (Measurable Goals and Implementation Schedule for Existing Permittees) and Attachment A-1 (Measurable Goals and Implementation Schedule for New Permittees).

b. A significant component of the SPPP is the Municipal Stormwater Management Plan (MSWMP). The MSWMP is also a component of the municipal master plan (N.J.S.A. 40:55D-94). The MSWMP describes the municipality's strategy, structure and process for addressing stormwater runoff from new development and redevelopment to ensure compliance with the Stormwater Management rules (N.J.A.C. 7:8 et seq.). This strategy, structure and process also constitutes much of the post construction stormwater management program in this permit. See Part IV.B.4 (Post Construction). Any MSWMP that complies with N.J.A.C. 7:8 also complies with this condition and Part IV.B.4.f (MSWMP).

3. Summary of Tier A MS4 NJPDES Permit Requirements

a. The Tier A Municipality shall develop, update, implement and enforce a stormwater program as documented in an SPPP to ensure compliance with:

i. The Statewide Basic Requirements. See Part IV.B;

ii. Other Control Measures. See Part IV.C;

iii. Additional Measures. See Part IV.D; and

iv. Optional Measures, if deemed appropriate See Part IV.E.

b. The Tier A Municipality shall develop, update, implement and maintain a written SPPP in conformance with Attachment A (Measurable Goals and Implementation Schedule for Existing Permittees) and Attachment A-1 (Measurable Goals and Implementation Schedule for New Permittees). See Part IV.A.2.a and IV.F (SPPP).

c. The Tier A Municipality shall submit an Annual Report and Certification summarizing the status of compliance with this permit. See Part IV.G (Annual Report and Certification).

d. The Tier A Municipality shall adopt, amend and implement a written MSWMP. See Part IV.A.2.b and B.4.f (MSWMP).

e. The Tier A Municipality shall modify and update its stormwater program (including applicable plans and ordinances) to conform with applicable new legislation; or new or amended regulations. Such modification shall be completed and effective within 12 months of written notification by the Department of the need for modification.

B. Statewide Basic Requirements and Associated Conditions

1. Minimum Standards for Public Involvement and Participation Including Public Notice

a. Tier A Municipalities shall comply with applicable State and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program. Requirements include but are not limited to:

i. The Open Public Meetings Act ("Sunshine Law," N.J.S.A. 10:4-6 et seq.);

ii. Statutory procedures for the enactment of ordinances (N.J.S.A. 40:49-2), including the municipal stormwater control ordinance and other ordinances adopted to comply with Part IV of this permit; and

iii. The Municipal Land Use Law concerning the adoption or amendment of the MSWMP (N.J.S.A. 40:55D-13, 28 and 94), and the review of applications for development (N.J.S.A. 40:55D-12). The Tier A Municipality shall also ensure that applicants for development meet the notice requirements of N.J.S.A. 40:55D-12.

b. Tier A Municipalities shall make elements of its MS4 stormwater program available to the public:

i. Provide the current SPPP upon request as required by Part IV.F.1.g (SPPP);

ii. Post the current SPPP on its website to the extent required by Part IV.F.1.f (SPPP); and

iii. Post the current MSWMP and all ordinances required by this permit on its website or otherwise comply with the notification requirements of N.J.A.C. 7:8-4.4(e). See Part IV.B.4.f (MSWMP), 4.g (Stormwater Control Ordinance), 5.a (Community Wide Ordinances).

c. The Tier A Municipality may involve another entity (e.g. a watershed association) to satisfy one or more of the Tier A Municipality's NJPDES permit condition(s) (or component thereof) through the implementation of one or more best management practices or control measures. See Part IV.F.4 (Implementation of SPPP Conditions through Shared or Contracted Services).

d. The Tier A Municipality shall maintain records necessary to demonstrate compliance with the public participation requirements of a, above.

e. Existing Permittee: An existing permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Public Involvement and Participation specified in Attachment A for Existing Permittees (Measurable Goals and Implementation Schedule).

f. New Permittee: A new permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Public Involvement and Participation specified in Attachment A-1 for New Permittees (Measurable Goals and Implementation Schedule).

2. Minimum Standards for Local Public Education and Outreach

a. The Tier A Municipality shall implement a Public Education and Outreach Program that focuses on educational and pollution prevention activities about the impacts of stormwater discharges on surface water and groundwater and to involve the public in reducing pollutants in stormwater and mitigating flow. The Tier A Municipality shall annually conduct activities that total at least 12 points and include activities from at least three of the five categories as set forth in Attachment B (Points System for Public Education and Outreach Activities). At a minimum, at least one of the activities shall involve educating businesses and the general public of hazards associated with illicit connections and improper disposal of waste. Records shall be kept necessary to demonstrate compliance with this requirement, including date of activities and any other relevant documentation.

b. The Tier A Municipality shall label all storm drain inlets for those drains that do not have permanent wording cast into the structure of the inlet. The Tier A Municipality shall also maintain the legibility of those labels and replace any labels that are missing or not legible. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for specific measures. This requirement shall include the following:

   i. All storm drain inlets along sidewalks that are adjacent to municipal streets;

   ii. All storm drain inlets within plazas, parking areas or maintenance yards that are operated by the municipality.

c. The Tier A Municipality shall advertise public involvement program(s) pertaining to education and outreach activities on the municipality's website, through a mailing, through newspaper advertisement, or other similar means.

d. Existing Permittee: An existing permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Local Public Education and Outreach specified in Attachment A for Existing Permittees (Measurable Goals and Implementation Schedule).

e. New Permittee: A new permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Local Public Education and Outreach specified in Attachment A-1 for New Permittees (Measurable Goals and Implementation Schedule).

3. Minimum Standards for Construction Site Stormwater Runoff

a. Construction site stormwater runoff activities are authorized under a separate NJPDES permit, generally the Construction Activity Stormwater General Permit No. NJ0088323 pursuant to N.J.A.C. 7:14A-25.6(b)2 (or an individual permit pursuant to N.J.A.C. 7:14A-24.7(a)2). See Part II.C.3.b and www.nj.gov/dep/dwq/5g3.htm. Pursuant to N.J.A.C. 7:14A-25.7(b), the Tier A Municipality is not required to reference construction site stormwater runoff control in its SPPP.

4. Minimum Standards for Post Construction Stormwater Management in New Development and Redevelopment

a. The Tier A Municipality shall develop, update, implement and enforce its stormwater management program to address post construction stormwater runoff in new development and redevelopment and to ensure compliance with the Stormwater Management rules at N.J.A.C. 7:8 et seq. In general, the regulations at N.J.A.C. 7:8:

   i. Contain requirements for stormwater management plans and stormwater control ordinances;

ii. Provide information for the adoption and implementation of municipal stormwater management plans and regional stormwater management plans; and

iii. Establish design, performance and maintenance standards for stormwater management measures and establish safety standards for stormwater management basins.

b. The post construction stormwater management program established by the Tier A Municipality shall address stormwater runoff from the following types of major development unless any additional development is defined as "major development" by a municipality's stormwater control ordinance:

i. New development and redevelopment projects that disturb one acre or more and are not operated by the municipality (e.g. retail stores, residential complexes);

ii. New development and redevelopment projects that disturb one acre or more and are operated by the municipality itself (e.g. town complex); and

iii. All new development and redevelopment projects that disturb less than one acre and are part of a larger common plan of development or sale (e.g. phased residential development) that ultimately disturbs one acre or more.

c. The post construction stormwater management program established by the Tier A Municipality shall require compliance with the applicable design, performance and maintenance standards established under N.J.A.C. 7:8 et seq. for major development as defined in this permit.

d. The Tier A Municipality shall review and analyze development applications for compliance with Part IV.B.4 (Post Construction) of this permit even if a separate permit is required by the Department for the same or similar activity (e.g. a Land Use permit).

e. The post construction stormwater management program established by the Tier A Municipality shall ensure that any residential development and redevelopment projects that are subject to the Residential Site Improvement Standards (RSIS) for stormwater management (N.J.A.C. 5:21-7) comply with those standards, including any exception, waiver, or special area standard that was approved under N.J.A.C. 5:21 et seq.

f. The Tier A Municipality shall adopt, amend and implement a written Municipal Stormwater Management Plan (MSWMP), pursuant to N.J.A.C. 7:8 et seq., to describe the framework of the Tier A Municipality's strategy, structure and process for its post construction stormwater management program.

i. The Tier A Municipality shall submit the adopted plan for approval to the County review agency in accordance with N.J.A.C. 7:8-4;

ii. The Tier A Municipality shall notify the Department and post the approved plan and any amendments on its website (or otherwise comply with the notification requirements of N.J.A.C. 7:8-4.4(e)) within thirty days of the effective date of the plan. See Part IV.B.1.b.iii (Public Involvement and Participation);

iii. The Tier A Municipality shall review and update its MSWMP as necessary, and as a part of the reexamination of its municipal master plan in accordance with N.J.A.C. 7:8-4.3(c) and (d).

g. In order to implement the post construction stormwater management program, the Tier A Municipality shall adopt, amend, implement and enforce a municipal stormwater control ordinance. The Tier A Municipality shall develop and adopt the contents of the ordinance in accordance with N.J.A.C. 7:8 et seq. A sample stormwater ordinance consistent with the requirements of the Stormwater Management Rules is posted at www.nj.gov/dep/stormwater/bmp_manual2.htm and a sample stormwater ordinance applicable to Pinelands Area Municipalities is posted at www.nj.gov/dep/stormwater/pinelands.htm. The municipal stormwater control ordinance shall include, at a minimum, the following elements:

   i. Control aspects of residential development and redevelopment projects that are not pre-empted by the RSIS;

   ii. Control stormwater from non-residential development and redevelopment projects, in accordance with the requirements at N.J.A.C. 7:8 et seq.; and

   iii. Set forth special area standards approved by the Site Improvement Advisory Board for residential development or redevelopment projects under N.J.A.C. 5:21-3.5.

h. The Tier A Municipality shall only grant a variance or exemption from the design and performance standards for stormwater management measures if the municipality has a mitigation plan which meets the following requirements:

   i. A mitigation plan must be included in an approved MSWMP and stormwater control ordinance(s). The mitigation plan shall identify measures that are necessary to offset the deficit created by granting the variance or exemption, and can be provided through a menu of design and performance standards with corresponding mitigation projects for different drainage areas within the municipality. See Chapter 3 of the NJ Stormwater BMP Manual at www.nj.gov/dep/stormwater/ for guidance; and

   ii. The municipality submits, within 30 days after the grant of a variance or exemption, a written report to the county review agency and the Department describing the variance or exemption and the required mitigation. Submit the written report to the Department at:
   NJDEP-DWQ-BNPC
   Mail Code 401-02B
   PO Box 420
   Trenton, NJ 08625-0420

i. The Tier A Municipality shall:

   i. Enforce, through the stormwater control ordinance(s) or a separate ordinance, compliance with the standards set forth in Attachment C (Design Standards for Storm Drain Inlets) of this permit to control passage of solid and floatable materials through storm drain inlets not installed by the Tier A Municipality; and

   ii. Comply with the standards set forth in Attachment C (Design Standards for Storm Drain Inlets) of this permit to control passage of solid and floatable materials through storm drain inlets installed by the municipality.

j. The Tier A Municipality shall ensure adequate long-term cleaning, operation and maintenance of stormwater management measures:

   i. Pursuant to Part IV.C.1.a (Stormwater Facilities Maintenance), owned or operated by the Tier A Municipality; and

ii. Pursuant to Part IV.C.1.b (Stormwater Facilities Maintenance), not owned or operated by the Tier A Municipality.

k. For each structural and non-structural stormwater measure (e.g. stormwater management basin, subsurface infiltration/detention system, manufactured treatment device, green infrastructure), the Tier A Municipality shall:

i. Complete a Major Development Stormwater Summary (as posted on the Department's website at www.nj.gov/dep/dwq/tier_a_forms.htm; courtesy copy provided as Attachment D of this permit) when an application is made to the Tier A Municipality after EDPA;

ii. Update the Major Development Stormwater Summary while stormwater measures are being installed;

iii. Finalize the Major Development Stormwater Summary once certificate of occupancy is issued; and

iv. Maintain a completed Major Development Stormwater Summary and make it available to the Department upon request.

l. The Stormwater Management rules (N.J.A.C. 7:8) and the Residential Site Improvement Standards for stormwater management (N.J.A.C. 5:21-7), independently and as implemented in this permit, apply to all areas of the Tier A Municipality.

m. Existing Permittee: An existing permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Post Construction Stormwater Management in New Development and Redevelopment specified in Attachment A for Existing Permittees (Measurable Goals and Implementation Schedule).

n. New Permittee: A new permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Post Construction Stormwater Management in New Development and Redevelopment specified in Attachment A-1 for New Permittees (Measurable Goals and Implementation Schedule).

5. Minimum Standards for Pollution Prevention / Good Housekeeping for Municipal Operators

a. Community Wide Ordinances: The Tier A Municipality shall adopt and enforce the following community wide ordinances to address improper disposal of waste:

i. Pet Waste Ordinance: Adopt and enforce an ordinance that requires pet owners or their keepers to immediately and properly dispose of their pet's solid waste deposited on any property, public or private, not owned or possessed by that person. Information on the Pet Waste Ordinance and the benefits of proper disposal of pet solid waste shall be distributed with pet licenses. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for a sample ordinance.

ii. Wildlife Feeding Ordinance: Adopt and enforce an ordinance that prohibits the feeding of any wildlife (e.g. Canada Geese) in any public park or on any other property owned or operated by the Tier A Municipality. Exclusions include wildlife confined in zoos, parks, or rehabilitation centers as well the following unconfined animals: (1) wildlife at environmental education centers; (2) feral cats as part of an approved Trap-Neuter-Release program; and (3) other kinds of unconfined animals, if any, that the ordinance specifically lists and excludes for reasons set forth in the ordinance. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for a sample ordinance.

iii. Litter Control Ordinance: Adopt and enforce a litter ordinance or enforce the existing State litter statute at N.J.S.A 13:1E-99.3. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for a sample ordinance.

iv. Improper Disposal of Waste Ordinance: Adopt and enforce an ordinance prohibiting the improper spilling, dumping, or disposal of materials other than stormwater into the MS4 system excluding those discharges as allowable under Part II.C.2.b. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for a sample ordinance.

v. Containerized Yard Waste/Yard Waste Collection Program Ordinances: (1) Adopt and enforce an ordinance that prohibits placing non-containerized yard wastes (defined as leaves and/or grass clippings) into the street; or (2) develop and implement a non-containerized yard waste collection and disposal program that includes adoption and enforcement of an ordinance that prohibits placing non-containerized yard waste at the curb or along the street within 10 feet of any storm drain inlet and at any time other than a set yard waste collection schedule. The frequency of yard waste pickups shall be determined at the discretion of the Tier A Municipality but shall be part of a set yard waste collection schedule which is noticed to all municipal residents and businesses. Any area, which the municipality determines to have no yard waste, will be exempt from the collections. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for sample ordinances.

vi. Private Storm Drain Inlet Retrofitting Ordinance: Adopt and enforce an ordinance requiring the retrofitting of existing storm drain inlets on private property to meet the standard in Attachment C (Design Standard for Storm Drain Inlets). Specifically, this ordinance: 1) shall apply to storm drain inlets, on property not owned or operated by the Tier A Municipality (e.g. condominium associations), that are in direct contact (i.e. contiguous) to repaving; repairing (excluding individual pothole repair); resurfacing (including top coating or chip sealing with asphalt emulsion or a thin base of hot bitumen); and reconstruction or alteration of facilities; and 2) shall not apply to a residential lot with one single family house. For a sample ordinance see www.nj.gov/dep/dwq/tier_a.htm.

vii. Additional ordinance requirements of this permit are found at Part IV.B.4.g (Stormwater Control Ordinance) above and Part IV.B.6.d (Illicit Connection Ordinance) below.

b. Community Wide Measures: The Tier A Municipality shall develop and continue to implement the following community wide pollution prevention/good housekeeping measures to control solids and floatables:

i. Street Sweeping: Tier A Municipalities shall sweep, at a minimum of once per month (weather and street surface conditions permitting), all streets (including roads or highways) that meet all of the following criteria: (1) the street is owned or operated by the municipality; (2) the street is curbed and has storm drains; (3) the street has a posted speed limit of 35 miles per hour or less; (4) the street is not an entrance or exit ramp; and (5) the street is in a predominantly commercial area.

ii. Catch Basin and Storm Drain Inlet Inspection and Cleaning: The Tier A Municipality shall inspect storm drain inlets and any associated catch basins that it owns or operates and remove sediment, trash, or debris when present. Each catch basin and inlet shall be inspected at least once every five years. The Tier A Municipality shall clean any municipally owned or operated storm drain inlet or catch basin as frequently as necessary to eliminate recurring problems and restore proper function.

iii. Tier A Municipality Storm Drain Inlet Retrofit: The Tier A Municipality shall retrofit existing Tier A Municipality owned or operated storm drain inlets that are: (1) in direct contact with any repaving, repairing (excluding individual pothole repair), or resurfacing (including top coating or chip sealing with asphalt emulsion or a thin base of hot bitumen); or (2) in direct contact with any reconstruction or alteration of facilities. Storm drain inlet retrofits shall meet the standard in Attachment C (Design Standards for Storm Drain Inlets).

c. Municipal Maintenance Yards and Other Ancillary Operations: The Tier A Municipality shall implement the best management practices described in Attachment E (Best Management Practices for Municipal Maintenance Yards and Other Ancillary Operations) for municipal maintenance yards and other ancillary operations owned or operated by the Tier A Municipality. Ancillary operations include but are not limited to impound yards, permanent and mobile fueling locations, and yard trimmings and wood waste management sites. The Inventory of Material and Machinery, and Inspections and Good Housekeeping practices specified in Attachment E shall be conducted at all municipal maintenance yards and other ancillary operations. Best Management Practices shall be implemented for the following activities, whenever such activities occur:

i. Fueling Operations;

ii. Discharge of Stormwater from Secondary Containment;

iii. Vehicle Maintenance;

iv. On-Site Equipment and Vehicle Washing and Wash Wastewater Containment;

v. Salt and De-icing Material Storage and Handling;

vi. Aggregate Material and Construction Debris Storage;

vii. Street Sweepings, Catch Basin Clean Out, and Other Material Storage;

viii. Yard Trimmings and Wood Waste Management Sites that are owned and operated by the Tier A Municipality; and

ix. Roadside Vegetation Management.

d. Employee Training: The Tier A Municipality shall develop, update and implement an employee training program to address Tier A MS4 NJPDES permit components and SPPP requirements. All municipal employees shall receive training on those stormwater topics applicable to their title and duties within 3 months of commencement of duties. Records including sign in sheet(s), date(s) of training, and training agenda(s) shall be kept in the SPPP. Training shall occur at least once every two years, unless otherwise specified below:

i. Yard Waste Collection Program (if applicable) – Provide training on frequency of yard waste pickups and schedule; and policy for how and when yard waste can be placed curbside. See Part IV.B.5.a.v (Yard Waste Ordinance).

ii. Monthly Sweeping of Certain Streets in Predominantly Commercial Areas - Provide training on sweeping schedules and proper management of materials collected. See Part IV.B.5.b.i (Street Sweeping).

iii. Illicit Connection Elimination and Outfall Pipe Mapping - Provide training on the impacts associated with illicit connections and details of the program including investigation techniques, physical observations, field sampling, and mapping procedures. See Part IV.B.6 (MS4 Outfall Pipe Mapping, and Illicit Discharge) and the National Menu of Stormwater Best Management Practices at www.epa.gov/npdes/national-menu-best-management-practices-bmps-stormwater.

iv. Outfall Pipe Stream Scouring Detection and Control - Provide training on how to identify outfall pipe stream scouring and contributing factors. See Part IV.B.6.b (Stream Scouring).

v. Maintenance Yard Operations (including Ancillary Operations) - Provide training annually on inventory of materials and machinery, inspections and good housekeeping; fueling operations; discharge of stormwater from secondary containment; vehicle maintenance; on-site equipment and vehicle washing and wash wastewater containment; salt and de-icing material storage and handling; aggregate material and construction debris storage; street sweeping, catch basin clean out, and other material storage; yard trimmings and wood waste management sites. See Part IV.B.5.c (Municipal Maintenance Yards and Other Ancillary Operations).

vi. Waste Disposal Education - Provide training on the impacts associated with improper waste disposal, how to respond to inquiries regarding improper waste disposal, and appropriate enforcement authority.

vii. Municipal Ordinances - Provide training on the following ordinances: Pet Waste Ordinance; Wildlife Feeding Ordinance; Litter Control Ordinance; Improper Disposal of Waste Ordinance; Containerized Yard Waste/Yard Waste Collection Ordinance; and the Private Storm Drain Inlet Ordinance. Training shall include an overview of these ordinance requirements, enforcement policies and the repercussions of non-compliance with these ordinances. See Part IV.B.5.a (Community Wide Ordinances).

viii. Stormwater Facility Maintenance – Provide training annually on maintenance of stormwater facilities, and catch basin and inlet cleaning methods. See Part IV.C.1 (Stormwater Facilities Maintenance), and Part IV.B.5.b.ii (Catch Basin and Storm Drain Inlets).

ix. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment - Provide general training on the permitting requirements for construction activity and Post-Construction Stormwater Management in New Development and Redevelopment. See Part IV.B.3 (Construction Site Runoff) and B.4 (Post Construction).

x. Provide general training annually on the Tier A Municipality's SPPP, applicable recordkeeping requirements, and detailed training on any component applicable to an employee's title and duties. See Part IV.F (SPPP).

xi. Training may also be conducted on stormwater-related topics that serve an educational purpose for employees.

e. Stormwater Management Design Review Training: The Tier A Municipality shall ensure that all design engineers, municipal engineers and other individuals that review the stormwater management design for development and redevelopment projects on behalf of the municipality, complete the Department approved Stormwater Management Design Review Course (see www.nj.gov/dep/stormwater/training.htm) once every five years. This includes those individuals that review any projects that are subject to the Tier A Municipality's municipal stormwater management plan and control ordinance as described in Part IV.B.4 (Post Construction). Individuals that will review stormwater management design and have not completed this course within the past five years must attend the next scheduled course offering. If unable to attend, the Tier A Municipality must notify the Department in writing no later than thirty days after the missed course offering explaining why attendance was not possible and what alternate arrangements are being made. Training completed within five calendar years prior to EDPA qualifies towards this requirement. The Tier A Municipality is required to maintain a list of the dates and names of training program participants in its SPPP.

f. Municipal Board and Governing Body Member Related Training: The Tier A Municipality shall ensure that municipal board and governing body members that review and approve applications for development and redevelopment projects, complete the "Asking the Right Questions in Stormwater Review Training Tool" posted at www.nj.gov/dep/stormwater/training.htm. This includes those individuals that review any projects for compliance with Part IV.B.4 (Post Construction) of this permit. Training must be completed by current municipal board and governing body members on or before EDPA + 6 months and by new members within six months of commencing duties. Once per term of service thereafter, municipal board and governing body members must review at least one of the tools offered under Post-Construction Stormwater Management found at the website above. The Tier A Municipality is required to maintain a list of the dates and names of training program participants in its SPPP.

g. Existing Permittee: An existing permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Pollution Prevention / Good Housekeeping for Municipal Operators specified in Attachment A for Existing Permittees (Measurable Goals and Implementation Schedule).

h. New Permittee: A new permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Pollution Prevention / Good Housekeeping for Municipal Operators specified in Attachment A-1 for New Permittees (Measurable Goals and Implementation Schedule).

6. Minimum Standards for MS4 Outfall Pipe Mapping, and Illicit Discharge and Scouring Detection and Control

a. Outfall Pipe Mapping: Tier A Municipalities shall develop, update and maintain an outfall pipe map showing the location of the end of all MS4 outfall pipes (tidal and non-tidal) owned or operated by the Tier A Municipality which discharge to a surface water body. The outfall pipe map shall:

i. Be current at the end of each calendar year;

ii. Show the location (and name, where known to the municipality) of all surface water bodies receiving discharges from those outfall pipes;

iii. Be included in the SPPP;

iv. Be provided to the Department by Existing Permittees on or before EDPA + 12 months and by New Permittees on or before EDPA + 36 months. New data points subsequently added to the map shall be provided to the Department annually thereafter; and

v. Be submitted electronically by December 21, 2020 via the Department's designated electronic submission service.

b. Stream Scouring: Tier A Municipalities shall develop, update and implement a program to detect, investigate and control any localized stream scouring from stormwater outfall pipes owned or operated by the municipality. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for specific measures. The Tier A Municipality shall, at a minimum:

i. Inspect each outfall pipe which discharges to a stream for localized stream scouring in the vicinity of the outfall pipe. Each outfall pipe shall be inspected at least once every five years;

ii. Inspect any outfall pipes newly identified in compliance with Part IV.B.6.a for localized stream scouring in the vicinity of the outfall pipe;

iii. When localized stream scouring is detected, document sources of stormwater that contribute to the outfall pipes identified in i and ii, above. Each identified source shall be investigated; and (1) where identified sources are located on property owned or operated by the Tier A Municipality, corrective action to reduce stormwater rate or volume shall be taken by the municipality when feasible, or (2) where identified sources are within the jurisdiction of but not located on property owned or operated by the Tier A Municipality, the municipality shall ensure proper operation and maintenance of stormwater facilities located thereon pursuant to Part IV.C.1.b (Stormwater Facilities Maintenance), below;

iv. Prioritize, schedule and complete remediation of identified localized stream scouring and take action based upon the requirements of Part IV.B.6.b.iii(1) and (2), above. If not completed, a schedule for completion shall be maintained as required in Part IV.C.1.a.iv (Stormwater Facilities Maintenance); and

v. All stream scouring restoration shall be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey at N.J.A.C. 2:90-1 (e.g., Conduit Outlet Protection 12-1) and the requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13 et seq. All associated maintenance or repairs to stormwater facilities shall be made in accordance with N.J.A.C 7:8.

c. Illicit Discharge Detection and Elimination: The Tier A Municipality shall develop, update, implement and enforce an ongoing Illicit Discharge Detection and Elimination Program in accordance with this permit. This program shall be documented in the written SPPP, as required in Part IV.F.1.a.iii (SPPP). See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for specific measures. See also USEPA Guidance at www3.epa.gov/npdes/pubs/idde_manualwithappendices.pdf. The Tier A Municipality shall, at a minimum:

i. Conduct visual dry weather inspection of all outfall pipes owned or operated by the municipality at least once every five years to determine if dry weather flow or other evidence of illicit discharge is present. Dry weather flow is flow occurring 72 hours after a rain event.

ii. Investigate the source if evidence of illicit discharge is found;

iii. Eliminate non-stormwater discharges that are traced to their source and found to be illicit connections;

iv. Document investigations and actions taken using the Department's Illicit Connection Inspection Report Form. See www.nj.gov/dep/dwq/tier_a_forms.htm;

v. Inspect any outfall pipes newly identified in compliance with Part IV.B.6.a for illicit discharges;

vi. Investigate dry weather flows discovered during routine inspection and maintenance of other elements of the MS4; and

vii. Investigate, within three months of receipt, complaints and reports of illicit connections, including those from operating entities of interconnected MS4s.

d. The Tier A Municipality shall adopt and enforce an ordinance that prohibits illicit connections to the municipal separate storm sewer system operated by the Tier A Municipality. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for a sample ordinance.

e. Existing Permittee: An existing permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for MS4 Outfall Pipe Mapping, and Illicit Discharge and Scouring Detection and Control specified in Attachment A for Existing Permittees (Measurable Goals and Implementation Schedule).

f. New Permittee: A new permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for MS4 Outfall Pipe Mapping, and Illicit Discharge and Scouring Detection and Control specified in Attachment A-1 for New Permittees (Measurable Goals and Implementation Schedule).

C. Other Control Measures

1. Minimum Standards for Stormwater Facilities Maintenance

a. The Tier A Municipality shall develop, update and implement a program to ensure adequate long-term cleaning, operation and maintenance of all municipally owned or operated stormwater facilities.

i. Stormwater facility inspection and maintenance must be performed pursuant to any maintenance plans, or more frequently as needed, to ensure the proper function and operation of the stormwater facility. See www.nj.gov/dep/stormwater/maintenance_guidance.htm.

ii. The Tier A Municipality shall maintain a log sufficient to demonstrate compliance with this section; including but not limited to the stormwater facility inspected, location information of the facility inspected (location information must be specific enough to locate and identify the stormwater facility in the field; e.g. geographic coordinates), name of inspector, date of inspection, findings, and any preventative and corrective maintenance performed. Example Maintenance Logs and Inspection Records forms which are sufficient to demonstrate compliance with this section are available at www.nj.gov/dep/stormwater/maintenance_guidance.htm.

iii. The Tier A Municipality shall certify annually that municipally owned or operated stormwater facilities are properly functioning.

iv. If stormwater facilities were found not to be functioning properly and repairs were not made, then necessary preventive and corrective maintenance shall be documented and prioritized, and a schedule for such repairs shall be maintained. The Tier A Municipality shall prioritize this schedule based upon but not limited to: (1) environmental, health and safety concerns; (2) the findings of catch basin and storm drain inlet inspections performed pursuant to Part IV.B.5.b.ii, above; (3) the findings of stream scouring inspections performed pursuant to Part IV.B.6.b, above; and (4) to incorporate the findings pursuant to Part IV.C.2 (TMDL Information), below.

b. The Tier A Municipality shall develop, update, implement and enforce a program to ensure adequate long-term cleaning, operation and maintenance of stormwater facilities not owned or operated by the Tier A Municipality, not subject to the conditions of another NJPDES stormwater permit and constructed after February 7, 1984.

i. The Tier A Municipality shall ensure that stormwater facility maintenance is performed pursuant to any maintenance plans, or more frequently as needed to ensure the proper function and operation of the stormwater facility. See www.nj.gov/dep/stormwater/maintenance_guidance.htm.

ii. The Tier A Municipality shall maintain a log sufficient to demonstrate compliance with this section; including but not limited to the actions taken by the municipality to enforce compliance with the long-term cleaning, operation and maintenance program; the stormwater facility that was the subject of the action; location information of the facility that was the subject of the action (location information must be specific enough to locate and identify the stormwater facility in the field; e.g. geographic coordinates); the name of person taking the action; the date of the action; and the findings. Example Maintenance Logs and Inspection Records forms which are sufficient to demonstrate compliance with this section are available at www.nj.gov/dep/stormwater/maintenance_guidance.htm.

c. The Tier A Municipality shall maintain copies of all maintenance plans, as defined in Notes and Definitions Part IV.B.1.g of this permit, for stormwater facilities approved by the municipality. The Tier A municipality shall make copies of these maintenance plans available to the Department upon request.

d. Existing Permittee: An existing permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Stormwater Facilities Maintenance specified in Attachment A for Existing Permittees (Measurable Goals and Implementation Schedule).

e. New Permittee: A new permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Stormwater Facilities Maintenance specified in Attachment A-1 for New Permittees (Measurable Goals and Implementation Schedule).

2. Minimum Standards for Total Maximum Daily Load (TMDL) Information

a. Incorporation of TMDL Information Into the SPPP

i. The Tier A Municipality shall annually review approved or adopted TMDL reports to identify stormwater related pollutants listed therein and associated with any segment of surface water wholly or partially within or bordering the Tier A Municipality. This information may be accessed at www.nj.gov/dep/dwq/msrp-tmdl-rh.htm;

ii. The Tier A Municipality shall use TMDL information identified in i, above to, at a minimum, (1) assist in the prioritization of stormwater facility maintenance including schedules for repairs required at Part IV.B.6.b.iv (Stream Scouring) and IV.C.1.a.iv (Stormwater Facilities Maintenance), above; and (2) identify and develop strategies to address specific sources of stormwater related pollutants contributing to discharges authorized under this Tier A MS4 NJPDES permit. Strategies may include but are not limited to those found in the implementation section of approved or adopted TMDL reports (for examples see "Total Maximum Daily Load (TMDL) Guidance for Tier A MS4 Permittees" found at www.nj.gov/dep/dwq/msrp-tmdl-rh.htm); and

iii. The Tier A Municipality shall annually update its SPPP to list information identified in i and ii, above; and

iv. The Tier A Municipality shall incorporate any strategies identified in ii(2), above as an Optional Measure. See Part IV.E (Optional Measures) and Part IV.F.1.c (SPPP), below.

b. Existing Permittee: An existing permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Total Maximum Daily Load (TMDL) Information specified in Attachment A for Existing Permittees (Measurable Goals and Implementation Schedule).

c. New Permittee: A new permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Total Maximum Daily Load (TMDL) Information specified in Attachment A-1 for New Permittees (Measurable Goals and Implementation Schedule).

D. Additional Measures

1. Incorporation of Additional Measures

a. Additional Measures are non-numeric (e.g., best management practices) or numeric effluent limitations that are expressly required to be included in a Tier A Municipality's stormwater program by a TMDL; a regional stormwater management plan; other elements of an adopted areawide Water Quality Management Plan; or the adopted Statewide Water Quality Management Plan.

b. The Department will provide written notice of the adoption of any Additional Measure(s) to any affected Tier A Municipality. The Department will list each adopted Additional Measure in a minor modification to the Tier A MS4 NJPDES permit. For any required Additional Measure(s) other than numeric effluent limitations, the required Additional Measure(s) will specify the best management practices that shall be implemented and the measurable goals. The required Additional Measure(s) will also specify the implementation schedule.

E. Optional Measures

1. Incorporation of Optional Measures

a. Optional Measures are BMPs, developed by the Tier A Municipality, that extend beyond the requirements of the Tier A MS4 NJPDES permit and that prevent or reduce pollution to waters of the State.

b. The Tier A Municipality may, at its own discretion, incorporate Optional Measures into its MS4 stormwater program. Such BMPs shall be identified in the SPPP as Optional Measures.

c. Failure to implement an Optional Measure identified in the SPPP shall not be considered a violation of the NJPDES permit.

2. Refuse Container / Dumpster Ordinance

a. Tier A Municipalities have the option of adopting and enforcing an ordinance requiring dumpsters and other refuse containers that are outdoors or exposed to stormwater to be covered at all times. This ordinance serves to prevent the spilling, dumping, leaking, or otherwise discharge of liquids, semi-liquids or solids from the containers. This ordinance is not intended for litter receptacles; individual homeowner trash and recycling containers; containers that hold large bulky items (e.g., furniture, bound carpet and padding); permitted temporary demolition containers; and refuse containers at industrial facilities authorized to discharge stormwater under a valid NJPDES permit. For a sample ordinance see www.nj.gov/dep/dwq/tier_a.htm.

F. Stormwater Pollution Prevention Plan (SPPP)

1. SPPP Requirements

a. The Tier A Municipality shall develop, update, implement, and maintain a written SPPP (see the Tier A Municipal Guidance document www.nj.gov/dep/dwq/tier_a_guidance.htm) that:

i. Identifies the person designated as the Municipal Stormwater Program Coordinator (Stormwater Coordinator) per Part IV.F.2 below, and the members of the SPPP Team.

ii. Documents the municipality's Tier A MS4 Stormwater Program including a description of shared or contracted services as allowed under Part IV.F.4, below.

iii. Describes the measures necessary for compliance with all components of the Tier A MS4 NJPDES permit including all measures described in Part IV.B, C, D and E above.

iv. Reflects the measurable goals, implementation schedules, record keeping and other requirements in Attachment A for Existing Permittees and Attachment A-1 for New Permittees (Measurable Goals and Implementation Schedule).

b. The Tier A Municipality's Stormwater Coordinator shall sign and date the SPPP per Part IV.F.3, below.

c. The Tier A Municipality shall review the SPPP at least annually and update it as often as necessary to reflect changes related to the municipality's Tier A MS4 Stormwater Program. Any amendments to the SPPP:

i. Shall continue to meet the requirements of this permit;

ii. Shall be signed and dated by the Stormwater Coordinator; and

iii. Shall be retained for a period of at least five years from the date of amendment unless the Department issues a written notice to extend the retention period.

d. The SPPP shall include any records required by this Tier A MS4 NJPDES permit. See Attachment A for Existing Permittees and Attachment A-1 for New Permittees (Measurable Goals and Implementation Schedule) for additional detail.

e. The Department may notify the Tier A Municipality at any time that the SPPP does not meet one or more of the minimum requirements. Within thirty (30) days after receiving such notification unless otherwise specified by the Department, the Tier A Municipality shall amend the SPPP to adequately address all deficiencies, and written certification of such amendments shall be submitted to the Department.

f. The current SPPP shall be posted on the Tier A Municipality's website no later than EDPA + 90 days with updates posted annually thereafter. The version posted on the website can exclude:

   i. Inspection logs and other required record keeping; and

   ii. The names of SPPP Team members but must include the name of the Stormwater Coordinator.

g. The SPPP shall be made available to the Department and public upon request pursuant to N.J.A.C. 7:14A-25.6(j)2.

h. New Permittee: A new permittee shall create a written SPPP as required by this section by EDPA + 12 months.

2. Designation of the Municipal Stormwater Program Coordinator (Stormwater Coordinator)

a. Each Tier A Municipality shall designate a Stormwater Coordinator.

b. The Stormwater Coordinator shall be either a principal executive officer or a ranking elected official as required at N.J.A.C. 7:14A-4.9(a)3;

c. A principal executive officer or ranking elected official of the Tier A Municipality may assign this responsibility, as allowed at N.J.A.C. 7:14A-4.9(b), to a duly authorized representative who has overall responsibility for the operation of municipal stormwater facilities or municipal environmental matters;

d. If an assignment under b or c, above changes, then a new assignment of responsibility shall be submitted to the Department. This is accomplished through completion of the online MSRP Annual Report (see Part IV.G Annual Report and Certification below) or the Stormwater Program Coordinator Information Update Sheet posted at www.nj.gov/dep/dwq/pdf/msrp_update_form.pdf. This information shall be submitted to the Department within 30 days of such change taking place.

3. Responsibilities of the Municipal Stormwater Program Coordinator (Stormwater Coordinator)

a. The Tier A Municipality shall designate a Municipal Stormwater Program Coordinator (Stormwater Coordinator). The Stormwater Coordinator is responsible for:

   i. Coordinating the permittee's implementation of the SPPP and Tier A MS4 NJPDES permit conditions;

   ii. Signing and dating the SPPP;

   iii. Coordinating the completion and submittal of the Annual Report and Certification; and

   iv. Certifying, signing and dating the Annual Report.

4. Implementation of SPPP Conditions through Shared or Contracted Services

a. The Tier A Municipality may rely on another governmental, private, or nonprofit entity to satisfy one or more of the Tier A Municipality's MS4 NJPDES permit conditions, or component thereof, through the implementation of best management practices or control measures. This is only allowable provided the following conditions are met:

   i. The other entity implements the best management practice(s) or control measure(s);

   ii. The particular best management practice(s) or control measure(s), or component(s) thereof, is at least as stringent or as frequent as the corresponding NJPDES permit requirement;

   iii. The other entity agrees in writing or is required by law to implement the measure(s), or component(s) thereof, in such a manner that is in compliance with the Tier A MS4 NJPDES permit on the Tier A Municipality's behalf; and

   iv. The Tier A Municipality specifies in its SPPP (1) which NJPDES permit conditions will be implemented by another entity and (2) the name of the responsible entity.

b. For any projects or activities which the Tier A Municipality assigns to another entity which is a private contractor, the awarded contract shall require the contractor to conduct such projects or activities in such a manner that is in compliance with the Tier A MS4 NJPDES permit.

c. The Tier A Municipality is responsible for compliance with this permit if the other entity fails to implement the measure(s) or component(s), thereof.

G. Annual Report and Certification

1. Reporting Requirements

a. The Tier A Municipality shall complete an Annual Report, including any Supplemental Questions, using the electronic format provided by the Department via the MSRP Annual Report service accessed through the Regulatory Services Portal (www.njdeponline.com). The Annual Report shall summarize the status of compliance with the conditions of this permit. Specifically, this includes compliance for the subject year between January 1 and December 31 with the Statewide Basic Requirements (Part IV.B), Other Control Measures (Part IV.C), Additional Measures (Part IV.D), Optional Measures (Part IV.E), Stormwater Pollution Prevention Plan (Part IV.F), and any other Tier A MS4 NJPDES permit conditions listed on the Annual Report form, including Supplemental Questions.

b. The Municipal Stormwater Program Coordinator shall certify, sign and date the Annual Report.

c. Submit an Annual Report and Certification: on or before May 1st annually. The Tier A Municipality shall submit the Annual Report and Certification to the Department through the Regulatory Services Portal (instructions at www.nj.gov/dep/dwq/tier_a.htm).

d. A copy of each Annual Report and Certification shall be kept at a central location and shall be made available to the Department for inspection.

e. The Tier A Municipality shall retain the Annual Report and Certification as well as any records required to be kept by this permit for a period of at least five years.

f. The Tier A Municipality shall document in the Annual Report (1) if it relies on another entity to satisfy one or more of the Tier A Municipality's MS4 NJPDES permit conditions as described in Part IV.F.4.a (Implementation of SPPP Conditions through Shared or Contracted Services), above; (2) which NJPDES permit conditions will be satisfied by another entity; and (3) the name of the governmental, private, or nonprofit entity.

Attachment A – Measurable Goals and Implementation Schedule for Existing Permittees

General

The following table specifies the Measurable Goals and Implementation Schedule of this Tier A MS4 NJPDES Permit for Existing Permittees. Each Measurable Goal and Implementation Schedule is associated with a permit citation and a summary of the associated Minimum Standard. The summary of Minimum Standard column represents a paraphrase of permit conditions. Actual Minimum Standards are found in Part IV of the permit.

An indication of whether the cited Minimum Standard is a new requirement is provided in the last column. Where a requirement is not new and not modified (and for some that are modified), the Existing Permittee is expected to be in compliance on the Effective Date of Permit Authorization (EDPA). For most new requirements (and for some modified requirements), additional time is provided for achieving compliance.

See below for specific Measurable Goals that shall be documented in the SPPP. **The SPPP shall be updated as required by Part IV.F.1.c, above.** The Implementation Schedule refers to the date that a Minimum Standard must be incorporated into the Tier A Municipality's stormwater program, along with any ongoing requirements. In addition to the requirements of Part IV.F.1 above, the SPPP shall identify and discuss the Minimum Standard of each Statewide Basic Requirement (Part IV.B, above) and Other Control Measures (Part IV.C, above) where the following information is required for each item:

- Describe the method of implementation;
- Include required recordkeeping;
- Include an implementation schedule, consistent with permit requirements, including interim milestones;
- Include any special diagrams required by the permit (e.g., stormwater facilities map); and
- Include inspection and maintenance schedules, as appropriate.

This table does not include Measurable Goals and an Implementation Schedule for the Notes and Definitions Part IV, Part IV.A (Permit Overview), Part IV.D (Additional Measures), IV.E (Optional Measures), IV.F (SPPP), and IV.G (Annual Report and Certification) because these are not Statewide Basic Requirements or Other Control Measures (see N.J.A.C. 7:14A-25.6). While not included in this table, Notes and Definitions Part IV, Part IV.A, D, E, F, and G are permit requirements and compliance is required.

Measurable Goals for Statewide Basic Requirements and Other Conditions of this Permit for Existing Permittees				
Summary of Minimum Standard (See Part IV for specific permit requirements)	**Permit Cite**	**Measurable Goal** (See Part IV for specific permit requirements)	**Implementation Schedule**	**New Requirement?**
Public Involvement and Participation Including Public Notice				
Provide for public notice under the Open Public Meetings Act, statutory procedures for enactment of ordinances, and Municipal Land Use Law when providing for public participation in the development and implementation of a stormwater program, and maintain records necessary to demonstrate compliance.	IV.B.1.a & d	Certify in each annual report that all public notice requirements have been met and relevant records kept. Reference in the SPPP the location of associated municipal records.	EDPA	No
Provide the current SPPP to the public upon request.	IV.B.1.b.i	Certify in each annual report that the SPPP was made available to the public.	EDPA	No
Post the current SPPP on the municipality's website.	IV.B.1.b.ii	Certify in each annual report that the SPPP has been posted on the municipality's website (to the extent required by Part IV.F.1.f) and that the posted SPPP is current.	EDPA + 90 days	Yes
Post the current Municipal Stormwater Management Plan (MSWMP) and related ordinances on the municipality's website.	IV.B.1.b.iii	Certify in each annual report that the MSWMP and related ordinances have been posted on the municipality's website and that the posted documents are current.	EDPA + 90 days	Yes
Local Public Education and Outreach				
Implementation of a Public Education and Outreach Program by conducting activities that total a minimum of 12 points on an annual basis.	IV.B.2.a	Certify in each annual report that the minimum point value has been met and report point totals in the Annual Report. Maintain records of materials and activities from Attachment B, including dates of activities and any other relevant documentation (e.g. brochures, pictures, sign-in sheets, press clippings).	EDPA	Modified
Label storm drain inlets, maintain the legibility of those labels, and replace labels that are missing or not legible along sidewalks that are adjacent to municipal streets; and within plazas, parking areas or maintenance yards operated by the municipality.	IV.B.2.b	Certify in each annual report that storm drains have been properly labeled and/or maintained. Records tracking storm drain inlet label status shall be kept with the SPPP.	EDPA	No

Summary of Minimum Standard (See Part IV for specific permit requirements)	**Permit Cite**	**Measurable Goal** (See Part IV for specific permit requirements)	**Implementation Schedule**	**New Requirement?**
Advertise public involvement program(s) pertaining to education and outreach activities.	IV.B.2.c	Certify in each annual report that public involvement program(s) have been properly advertised on the website, through a mailing, through newspaper advertisement, or other similar means. Public advertisement records shall be kept with the SPPP.	EDPA + 12 months	Yes
Post Construction Stormwater Management in New Development and Redevelopment				
Develop, update, implement and enforce its post construction stormwater management program in new development and redevelopment to ensure compliance with the Stormwater Management rules (N.J.A.C. 7:8).	IV.B.4.a, b, c, d, e, f, g, h, i, j, l	Certify in each annual report that the Tier A Municipality has developed, and is implementing and enforcing a program to address stormwater runoff from new development and redevelopment projects. Records demonstrating compliance with Part IV.B.4 shall be kept, or their location shall be referenced, in the SPPP.	EDPA	No
For each structural and non-structural stormwater measure (e.g. basins), for which an application is made to the municipality after EDPA, the municipality shall complete, update, finalize and maintain a Major Development Stormwater Summary.	IV.B.4.k	Certify in each annual report that Major Development Stormwater Summaries (Attachment D) have been completed and records have been maintained by the Tier A municipality. Records demonstrating compliance with Part IV.B.4 shall be kept, or their location shall be referenced, in the SPPP.	EDPA	Yes
Pollution Prevention/Good Housekeeping - Community Wide Ordinances				
Adopt and enforce a pet waste ordinance. Distribute pet waste ordinance information with pet licenses.	IV.B.5.a.i	Certify in each annual report the date the ordinance was adopted, that it is being enforced and that pet waste ordinance information is distributed with pet licenses. A log of enforcement actions and information distribution dates shall be kept in the SPPP.	EDPA	No
Adopt and enforce a wildlife feeding ordinance.	IV.B.5.a.ii	Certify in each annual report the date the ordinance was adopted and that it is being enforced. A log of enforcement actions shall be kept in the SPPP.	EDPA	No

Summary of Minimum Standard (See Part IV for specific permit requirements)	**Permit Cite**	**Measurable Goal** (See Part IV for specific permit requirements)	**Implementation Schedule**	**New Requirement?**
Adopt and enforce a litter control ordinance.	IV.B.5.a.iii	Certify in each annual report the date the ordinance was adopted and that it is being enforced. A log of enforcement actions shall be kept in the SPPP.	EDPA	No
Adopt and enforce an improper disposal of waste ordinance.	IV.B.5.a.iv	Certify in each annual report the date the ordinance was adopted and that it is being enforced. A log of enforcement actions shall be kept in the SPPP.	EDPA	No
Adopt and enforce a containerized yard waste / yard waste collection program ordinance.	IV.B.5.a.v	Certify in each annual report the date the ordinance was adopted and that it is being enforced. A log of enforcement actions shall be kept in the SPPP.	EDPA	No
Adopt and enforce a private storm drain inlet retrofitting ordinance	IV.B.5.a.vi	Certify in each annual report the date the ordinance was adopted and that it is being enforced. A log of enforcement actions shall be kept in the SPPP.	EDPA	No
Pollution Prevention/Good Housekeeping - Community Wide Measures				
Develop and continue to implement street sweeping measures as specified at Part IV.B.5.b.i.	IV.B.5.b.i	Certify in each annual report that a street sweeping schedule is being maintained as well as records including the date and areas swept, number of miles of streets swept, and the total amount of materials collected in wet tons. Include totals in the Annual Report and keep records in the SPPP.	EDPA	No
Develop and continue to implement catch basin and storm drain inlet inspection and cleaning measures as specified at Part IV.B.5.b.ii.	IV.B.5.b.ii	Certify in each annual report that a catch basin and storm drain inlet inspection and cleaning schedule is being maintained, and a log indicating the number of municipally owned and operated catch basins and inlets within the municipality, the number of catch basins and inlets inspected, and the number cleaned is being maintained. Maintain records documenting the amount of materials collected in wet tons during cleaning activities in the SPPP. Include totals in the Annual Report.	EDPA	Modified

Summary of Minimum Standard (See Part IV for specific permit requirements)	**Permit Cite**	**Measurable Goal** (See Part IV for specific permit requirements)	**Implementation Schedule**	**New Requirement?**
Develop and continue to implement storm drain inlet retrofit measures as specified at Part IV.B.5.b.iii.	IV.B.5.b.iii	Certify in each annual report that a record of the number and location of storm drain inlets retrofitted as well as the number and location of storm drain inlets exempted is being maintained. Include totals in the Annual Report and keep records in the SPPP.	EDPA	No
Pollution Prevention/Good Housekeeping - Municipal Maintenance Yards and Other Ancillary Operations				
Implement the BMP's found in Attachment E, including the Inventory of Materials and Machinery, and Inspections and Good Housekeeping practices, at Municipal Maintenance Yards and Other Ancillary Operations.	IV.B.5.c	Certify in each annual report that the SPPP includes all applicable requirements and that the requirements (including maintenance of inspection logs and tracking forms) of Attachment E have been met. Keep records required by Attachment E in the SPPP.	EDPA	No
BMPs shall be implemented for fueling operations.	IV.B.5.c.i	Certify in each annual report that BMPs in Attachment E have been implemented for fueling operations.	EDPA	No
BMPs shall be implemented for discharge of stormwater from secondary containment.	IV.B.5.c.ii	Certify in each annual report that BMPs in Attachment E have been implemented for discharge of stormwater from secondary containment.	EDPA	No
BMPs shall be implemented for vehicle maintenance.	IV.B.5.c.iii	Certify in each annual report that BMPs in Attachment E have been implemented for vehicle maintenance.	EDPA	No
BMPs shall be implemented for on-site equipment and vehicle washing and wash wastewater containment.	IV.B.5.c.iv	Certify in each annual report that BMPs in Attachment E have been implemented for on-site equipment and vehicle washing and wash wastewater containment.	EDPA	Modified
BMPs shall be implemented for salt and de-icing material storage and handling.	IV.B.5.c.v	Certify in each annual report that BMPs in Attachment E have been implemented for salt and de-icing material storage and handling.	EDPA	No
BMPs shall be implemented for aggregate material and construction debris storage.	IV.B.5.c.vi	Certify in each annual report that BMPs in Attachment E have been implemented for aggregate material and construction debris storage.	EDPA + 12 months	Yes

Summary of Minimum Standard (See Part IV for specific permit requirements)	**Permit Cite**	**Measurable Goal** (See Part IV for specific permit requirements)	**Implementation Schedule**	**New Requirement?**
BMPs shall be implemented for street sweepings and catch basin clean-out material storage.	IV.B.5.c.vii	Certify in each annual report that BMPs in Attachment E have been implemented for street sweepings and catch basin clean-out material storage.	EDPA + 12 months	Yes
BMPs shall be implemented for yard trimmings and wood waste management sites.	IV.B.5.c.viii	Certify in each annual report that BMPs in Attachment E have been implemented for yard trimmings and wood waste management sites.	EDPA + 12 months	Yes
BMPs shall be implemented for roadside vegetation management.	IV.B.5.c.ix	Certify in each annual report that BMPs in Attachment E have been implemented for roadside vegetation management.	EDPA + 12 months	Yes
Pollution Prevention/Good Housekeeping - Training Program				
Provide training to municipal employees within 3 months of commencement of duties, and at least once every two years thereafter, to address all required components. The exceptions are Part IV.B.5.d.v, viii, and x which require annual training instead of once every two years.	IV.B.5.d	Certify in each annual report that employee training has been conducted, and maintain records including sign in sheet(s), date(s) of training, and training agenda(s). These records shall be kept in the SPPP.	EDPA + 12 months	Modified
Ensure that individuals that review development and redevelopment projects for compliance with N.J.A.C. 7:8 on behalf of the municipality complete Department approved training once every five years.	IV.B.5.e	Certify in each annual report that individuals reviewing projects have completed the required training, and maintain a list of the names and dates that individuals received training. This list shall be kept in the SPPP.	EDPA + 12 months	Yes
Ensure that current Municipal Board and Governing Body Members that review and approve applications for development and redevelopment projects complete the "Training Tool" on or before EDPA + 6 months, and by new members within 6 months of commencement of duties. Once per term of service thereafter, Municipal Board and Governing Body Members must review at least one of the tools offered under the Post-Construction Stormwater Management website.	IV.B.5.f	Certify in each annual report that municipal board and governing body members have completed the necessary training, and maintain a list of the names and dates that individuals completed training. This list shall be kept in the SPPP.	EDPA + 6 months	Yes

Summary of Minimum Standard (See Part IV for specific permit requirements)	**Permit Cite**	**Measurable Goal** (See Part IV for specific permit requirements)	**Implementation Schedule**	**New Requirement?**
MS4 Outfall Pipe Mapping and Illicit Discharge and Scouring Detection and Control				
Develop, update and maintain an MS4 Outfall Pipe Map showing the location of the end of all outfall pipe which discharge to a surface water body.	IV.B.6.a.i	Certify in each annual report that the outfall pipe map is current at the end of the calendar year.	EDPA	No
Show the location (and name where known) of all surface water bodies receiving discharges from those outfall pipes.	IV.B.6.a.ii	Certify in each annual report that the surface water bodies associated with each outfall pipe end is located on the map.	EDPA	No
Include Outfall Pipe map in the SPPP	IV.B.6.a.iii	Certify in each annual report following the implementation deadline that the Outfall Pipe Map is included in the SPPP.	EDPA +12 months	Yes
Provide Outfall Pipe Map to the Department	IV.B.6.a.iv	Certify in each annual report following the implementation deadline that the Outfall Pipe Map and any new data points subsequently added to the map have been provided to the Department.	EDPA +12 months	Yes
Submitted the Outfall Pipe Map information to the Department electronically by December 21, 2020	IV.B.6.a.v	Submit the Outfall Pipe Map information to the Department using Department's designated electronic submission service by December 21, 2020.	12/21/2020	Yes
Develop, update and implement a program to detect, investigate and control localized stream scouring from stormwater outfall pipes.	IV.B.6.b	Certify in each annual report that municipally owned outfall pipes have received the required visual inspection at least once every five years and maintain a log indicating the number and location of outfall pipes inspected, repairs prioritized, and repairs scheduled or performed. Certify in the annual report that a repair schedule has been prepared for those that have not been completed. Keep records required by Part IV.B.6.b in the SPPP.	EDPA + 12 months	Modified

Summary of Minimum Standard (See Part IV for specific permit requirements)	**Permit Cite**	**Measurable Goal** (See Part IV for specific permit requirements)	**Implementation Schedule**	**New Requirement?**
Develop, update, implement and enforce an ongoing Illicit Discharge Detection and Elimination Program.	IV.B.6.c	Certify in each annual report that the municipality has developed a program to detect and eliminate illicit discharges and has conducted inspections required at Part IV.B.6.c at least once every five years. Document all investigations and actions taken on the Department's Illicit Connection Inspection Report Form. Keep records required by Part IV.B.6.c in the SPPP.	EDPA	Modified
Adopt and enforce an ordinance that prohibits illicit connections to the MS4 operated by the Tier A Municipality.	IV.B.6.d	Certify in each annual report that the ordinance is being maintained and the date it was adopted. A log of enforcement actions shall be kept in the SPPP.	EDPA	No
Stormwater Facilities Maintenance				
Develop, update and implement a program to ensure adequate long-term cleaning, operation and maintenance of all stormwater facilities owned or operated by the Tier A Municipality.	IV.C.1.a	Certify in each annual report that the municipality has developed, updated and implemented a program to ensure adequate long-term cleaning, operation and maintenance of all municipally owned stormwater facilities. Records required by Part IV.C.1.a, a.i, a.ii, a.iii and a.iv shall be kept, or their location shall be referenced, in the SPPP.	EDPA	Modified
Inspect and maintain stormwater facilities pursuant to any maintenance plans, or more frequently as needed, to ensure proper function and operation of each stormwater facility.	IV.C.1.a.i	Certify in each annual report that inspections and maintenance was performed pursuant to any maintenance plans, or more frequently as needed, to ensure proper function and operation of stormwater facilities.	EDPA	Modified

Summary of Minimum Standard (See Part IV for specific permit requirements)	**Permit Cite**	**Measurable Goal** (See Part IV for specific permit requirements)	**Implementation Schedule**	**New Requirement?**
Maintain a log sufficient to demonstrate compliance with this section; including but not limited a list of inspections and preventative and corrective maintenance performed, and a schedule for repairs to be made.	IV.C.1.a.ii	Certify in each annual report that a maintenance log is kept that, at a minimum, records the stormwater facility inspected, location information of the facility inspected (location information must be specific enough to locate and identify the stormwater facility in the field; e.g. geographic coordinates), name of inspector, date of inspection, findings, and any preventative and corrective maintenance performed.	EDPA	Modified
Certify annually that municipally owned or operated stormwater facilities are properly functioning.	IV.C.1.a.iii	Certify in each annual report that all municipally owned or operated stormwater facilities are properly functioning.	EDPA	No
If stormwater facilities were found not to be functioning properly and repairs not made, then necessary preventative and corrective maintenance shall be documented and prioritized and a schedule for maintenance shall be maintained.	IV.C.1.a.iv	Certify in each annual report that a prioritized schedule of necessary preventive and corrective maintenance exists for stormwater facilities inspected and found not to be functioning properly. The municipality shall prioritize this schedule as specified in Part IV.C.1.iv.	EDPA	Modified
Develop, update, implement and enforce a program to ensure adequate long-term cleaning, operation and maintenance of stormwater facilities not owned or operated by the Tier A Municipality, not subject to the conditions of another NJPDES stormwater permit and constructed after February 7, 1984.	IV.C.1.b	Certify in each annual report that the municipality has developed, updated, implemented and enforced a program to ensure adequate long-term cleaning, operation and maintenance of stormwater facilities not owned and operated by the municipality, not subject to the conditions of another NJPDES stormwater permit and constructed after February 7, 1984. Records required by Part IV.C.1.b, b.i and b.ii shall be kept, or their location shall be referenced, in the SPPP.	EDPA + 12 months	Modified

Summary of Minimum Standard (See Part IV for specific permit requirements)	**Permit Cite**	**Measurable Goal** (See Part IV for specific permit requirements)	**Implementation Schedule**	**New Requirement?**
Ensure that stormwater facility inspection and maintenance is performed pursuant to any maintenance plans, or more frequently as needed to ensure proper function and operation of each stormwater facility.	IV.C.1.b.i	Certify in each annual report that maintenance was performed pursuant to any maintenance plans, or more frequently, to ensure proper function and operation of stormwater facilities not owned and operated by the municipality.	EDPA + 12 months	Modified
Maintain a log sufficient to demonstrate compliance with this section; including but not limited actions taken by the municipality to enforce compliance with the long-term cleaning, operation and maintenance program.	IV.C.1.b.ii	Certify in each annual report that a log is being kept that, at a minimum, records the actions taken by the municipality to enforce compliance with the long-term cleaning, operation and maintenance program; the stormwater facility that was the subject of the action; location information of the facility that was the subject of the action (location information must be specific enough to locate and identify the stormwater facility in the field; e.g. geographic coordinates); the name of person taking the action; the date of the action; and the findings.	EDPA + 12 months	Modified
Maintain copies of all maintenance plans for stormwater facilities approved by the municipality, and make them available to the Department upon request.	IV.C.1.c	Certify in each annual report that copies of all maintenance plans are kept on file. Records required by Part IV.C.1.c shall be kept, or their location shall be referenced, in the SPPP.	EDPA + 12 months	Yes
Total Maximum Daily Load (TMDL) Info.				
Annually review approved or adopted TMDL reports to identify stormwater related pollutants listed therein and associated with any segment of surface water wholly or partially within or bordering the Tier A Municipality.	IV.C.2.a.i	Certify in each annual report that approved or adopted TMDLs have been identified and reviewed and stormwater related pollutants identified. Records required by Part IV.C.2.a.i, a.ii and a.iii shall be kept in the SPPP.	EDPA + 12 months	Yes

Summary of Minimum Standard (See Part IV for specific permit requirements)	**Permit Cite**	**Measurable Goal** (See Part IV for specific permit requirements)	**Implementation Schedule**	**New Requirement?**
Use TMDL information identified in compliance with Part IV.C.2.a.i to: (1) assist in the prioritization of stormwater facility maintenance including schedules for repairs related to Stream Scouring and Stormwater Facilities Maintenance; and (2) identify and develop strategies to address specific sources of stormwater related pollutants contributing to discharges authorized under this Tier A MS4 NJPDES permit.	IV.C.2.a.ii	Certify in each annual report that the municipality has used information identified in compliance with Part VI.C.2.a.i to (1) assist in the prioritization of repairs as required at Part IV.B.6.b.iv (Stream Scouring) and IV.C.31.a.iv (Stormwater Facilities Maintenance); and (2) identify and develop strategies to address specific sources of stormwater related pollutants contributing to discharges authorized under this Tier A MS4 NJPDES permit.	EDPA + 12 months	Yes
Update SPPP to list information identified in Part VI.C.2.a.i and ii.	IV.C.2.a.iii	Certify in each annual report that the municipality has updated its SPPP to list information identified in Part VI.C.2.a.i and ii.	EDPA + 12 months	Yes
Incorporate any strategies identified in Part VI.C.2.a.ii(2) as an Optional Measure	IV.C.2.a.iv	Certify in each annual report that the municipality has incorporated any strategies identified in Part VI.C.2.a.ii(2) as an Optional Measure.	EDPA + 12 months	Yes

Attachment A-1 – Measurable Goals and Implementation Schedule for New Permittees

General

The following table specifies the Measurable Goals and Implementation Schedule of this Tier A MS4 NJPDES Permit for New Permittees. Each Measurable Goal and Implementation Schedule is associated with a permit citation and a summary of the associated Minimum Standard. The summary of Minimum Standard column represents a paraphrase of permit conditions. Actual Minimum Standards are found in Part IV of the permit.

See below for specific Measurable Goals that shall be documented in the SPPP. **The SPPP shall be created by EDP + 12 months and updated on annual basis thereafter as required by Part IV.F.** The Implementation Schedule refers to the date that a Minimum Standard must be incorporated into the Tier A Municipality's stormwater program, along with any ongoing requirements. In addition to the requirements of Part IV.F above, the SPPP shall identify and discuss the Minimum Standard of each Statewide Basic Requirement (Part IV.B, above) and Other Control Measures (Part IV.C, above) where the following information is required for each item:

- Describe the method of implementation;
- Include required recordkeeping;
- Include an implementation schedule, consistent with permit requirements, including interim milestones;
- Include any special diagrams required by the permit (e.g., stormwater facilities map); and
- Include inspection and maintenance schedules, as appropriate.

This table does not include Measurable Goals and an Implementation Schedule for the Notes and Definitions Part IV, Part IV.A (Permit Overview), Part IV.D (Additional Measures), IV.E (Optional Measures), IV.F (SPPP), and IV.G (Annual Report and Certification) because these are not Statewide Basic Requirements or Other Control Measures (see N.J.A.C. 7:14A-25.6). While not included in this table, Notes and Definitions Part IV, Part IV.A, D, E, F, and G are permit requirements and compliance is required.

Measurable Goals for Statewide Basic Requirements and Other Conditions of this Permit for New Permittees			
Summary of Minimum Standard (See Part IV for specific permit requirements)	**Permit Cite**	**Measurable Goal** (See Part IV for specific permit requirements)	**Implementation Schedule**
Public Involvement and Participation Including Public Notice			
Provide for public notice under the Open Public Meetings Act, statutory procedures for enactment of ordinances, and Municipal Land Use Law when providing for public participation in the development and implementation of a stormwater program, and maintain records necessary to demonstrate compliance.	IV.B.1.a & d	Certify in each annual report that all public notice requirements have been met and relevant records kept. Reference in the SPPP the location of associated municipal records.	EDPA
Provide the current SPPP to the public upon request.	IV.B.1.b.i	Certify in each annual report that the SPPP was made available to the public.	EDPA + 12 months
Post the current SPPP on the municipality's website.	IV.B.1.b.ii	Certify in each annual report that the SPPP has been posted on the municipality's website (to the extent required by Part IV.F.1.f) and that the posted SPPP is current.	EDPA + 12 months)
Post the current Municipal Stormwater Management Plan (MSWMP) and related ordinances on the municipality's website.	IV.B.1.b.iii	Certify in each annual report that the MSWMP and related ordinances have been posted on the municipality's website and that the posted documents are current.	EDPA + 90 days
Local Public Education and Outreach			
Implementation of a Public Education and Outreach Program by conducting activities that total a minimum of 12 points on an annual basis.	IV.B.2.a	Certify in each annual report that the minimum point value has been met and report point totals in the Annual Report. Maintain records of materials and activities from Attachment B, including dates of activities and any other relevant documentation (e.g. brochures, pictures, sign-in sheets, press clippings).	EDPA

Summary of Minimum Standard (See Part IV for specific permit requirements)	**Permit Cite**	**Measurable Goal** (See Part IV for specific permit requirements)	**Implementation Schedule**
Label storm drain inlets, maintain the legibility of those labels, and replace labels that are missing or not legible along sidewalks that are adjacent to municipal streets; and within plazas, parking areas or maintenance yards operated by the municipality.	IV.B.2.b	Certify in each annual report that storm drains have been properly labeled and/or maintained. Records tracking storm drain inlet label status shall be kept with the SPPP.	EDPA
Advertise public involvement program(s) pertaining to education and outreach activities.	IV.B.2.c	Certify in each annual report that public involvement program(s) have been properly advertised on the website, through a mailing, through newspaper advertisement, or other similar means. Public advertisement records shall be kept with the SPPP.	EDPA + 12 months
Post Construction Stormwater Management in New Development and Redevelopment			
Develop, update, implement and enforce its post construction stormwater management program in new development and redevelopment to ensure compliance with the Stormwater Management rules (N.J.A.C. 7:8).	IV.B.4.a, b, c, d, e, f, g, h, i, j, l	Certify in each annual report that the Tier A Municipality has developed, and is implementing and enforcing a program to address stormwater runoff from new development and redevelopment projects. Records demonstrating compliance with Part IV.B.4 shall be kept, or their location shall be referenced, in the SPPP.	EDPA
For each structural and non-structural stormwater measure (basins), for which an application is made to the municipality after EDPA, the municipality shall complete, update, finalize and maintain a Major Development Stormwater Summary.	IV.B.4.k	Certify in each annual report that Major Development Stormwater Summaries (Attachment D) have been completed and records have been maintained by the Tier A municipality. Records demonstrating compliance with Part IV.B.4 shall be kept, or their location shall be referenced, in the SPPP.	EDPA

Pollution Prevention/Good Housekeeping - Community Wide Ordinances			
Adopt and enforce a pet waste ordinance. Distribute pet waste ordinance information with pet licenses.	IV.B.5.a.i	Certify in each annual report the date the ordinance was adopted, that it is being enforced and that pet waste ordinance information is distributed with pet licenses. A log of enforcement actions and information distribution dates shall be kept in the SPPP.	EDPA + 12 months
Adopt and enforce a wildlife feeding ordinance.	IV.B.5.a.ii	Certify in each annual report the date the ordinance was adopted and that it is being enforced. A log of enforcement actions shall be kept in the SPPP.	EDPA + 12 months
Adopt and enforce a litter control ordinance.	IV.B.5.a.iii	Certify in each annual report the date the ordinance was adopted and that it is being enforced. A log of enforcement actions shall be kept in the SPPP.	EDPA + 12 months
Adopt and enforce an improper disposal of waste ordinance.	IV.B.5.a.iv	Certify in each annual report the date the ordinance was adopted and that it is being enforced. A log of enforcement actions shall be kept in the SPPP.	EDPA + 12 months
Adopt and enforce a containerized yard waste / yard waste collection program ordinance.	IV.B.5.a.v	Certify in each annual report the date the ordinance was adopted and that it is being enforced. A log of enforcement actions shall be kept in the SPPP.	EDPA + 12 months
Adopt and enforce a private storm drain inlet retrofitting ordinance	IV.B.5.a.vi	Certify in each annual report the date the ordinance was adopted and that it is being enforced. A log of enforcement actions shall be kept in the SPPP.	EDPA + 12 months
Pollution Prevention/Good Housekeeping - Community Wide Measures			
Develop and continue to implement street sweeping measures as specified at Part IV.B.5.b.i.	IV.B.5.b.i	Certify in each annual report that a street sweeping schedule is being maintained as well as records including the date and areas swept, number of miles of streets swept, and the total amount of materials collected in wet tons. Include totals in the Annual Report and keep records in the SPPP.	EDPA + 24 months

Develop and continue to implement catch basin and storm drain inlet inspection and cleaning measures as specified at Part IV.B.5.b.ii.	IV.B.5.b.ii	Certify in each annual report that a catch basin and storm drain inlet inspection and cleaning schedule is being maintained, and a log indicating the number of municipally owned and operated catch basins and inlets within the municipality, the number of catch basins and inlets inspected, and the number cleaned is being maintained. Maintain records documenting the amount of materials collected in wet tons during cleaning activities in the SPPP. Include totals in the Annual Report.	EDPA + 24 months
Develop and continue to implement storm drain inlet retrofit measures as specified at Part IV.B.5.b.iii.	IV.B.5.b.iii	Certify in each annual report that a record of the number and location of storm drain inlets retrofitted as well as the number and location of storm drain inlets exempted is being maintained. Include totals in the Annual Report and keep records in the SPPP.	EDPA + 12 months
Pollution Prevention/Good Housekeeping - Municipal Maintenance Yards and Other Ancillary Operations			
Implement the BMP's found in Attachment E, including the Inventory of Materials and Machinery, and Inspections and Good Housekeeping practices, at Municipal Maintenance Yards and Other Ancillary Operations.	IV.B.5.c	Certify in each annual report that the SPPP includes all applicable requirements and that the requirements (including maintenance of inspection logs and tracking forms) of Attachment E have been met. Keep records required by Attachment E in the SPPP.	EDPA + 12 months
BMPs shall be implemented for fueling operations.	IV.B.5.c.i	Certify in each annual report that BMPs in Attachment E have been implemented for fueling operations.	EDPA + 12 months
BMPs shall be implemented for discharge of stormwater from secondary containment.	IV.B.5.c.ii	Certify in each annual report that BMPs in Attachment E have been implemented for discharge of stormwater from secondary containment.	EDPA + 12 months
BMPs shall be implemented for vehicle maintenance.	IV.B.5.c.iii	Certify in each annual report that BMPs in Attachment E have been implemented for vehicle maintenance.	EDPA + 12 months

BMPs shall be implemented for on-site equipment and vehicle washing and wash wastewater containment.	IV.B.5.c.iv	Certify in each annual report that BMPs in Attachment E have been implemented for on-site equipment and vehicle washing and wash wastewater containment.	EDPA + 60 months
BMPs shall be implemented for salt and de-icing material storage and handling.	IV.B.5.c.v	Certify in each annual report that BMPs in Attachment E have been implemented for salt and de-icing material storage and handling.	EDPA + 60 months
BMPs shall be implemented for aggregate material and construction debris storage.	IV.B.5.c.vi	Certify in each annual report that BMPs in Attachment E have been implemented for aggregate material and construction debris storage.	EDPA + 18 months
BMPs shall be implemented for street sweepings and catch basin clean-out material storage.	IV.B.5.c.vii	Certify in each annual report that BMPs in Attachment E have been implemented for street sweepings and catch basin clean-out material storage.	EDPA + 18 months
BMPs shall be implemented for yard trimmings and wood waste management sites.	IV.B.5.c.viii	Certify in each annual report that BMPs in Attachment E have been implemented for yard trimmings and wood waste management sites.	EDPA + 18 months
BMPs shall be implemented for roadside vegetation management.	IV.B.5.c.ix	Certify in each annual report that BMPs in Attachment E have been implemented for roadside vegetation management.	EDPA + 18 months
Pollution Prevention/Good Housekeeping - Training Program			
Provide training to municipal employees within 3 months of commencement of duties, and at least once every two years thereafter, to address all required components. The exceptions are Part IV.B.5.d.v, viii, and x which require annual training instead of once every two years.	IV.B.5.d	Certify in each annual report that employee training has been conducted, and maintain records including sign in sheet(s), date(s) of training, and training agenda(s). These records shall be kept in the SPPP.	EDPA + 12 months
Ensure that individuals that review development and redevelopment projects for compliance with N.J.A.C. 7:8 on behalf of the municipality complete Department approved training once every five years.	IV.B.5.e	Certify in each annual report that individuals reviewing projects have completed the required training, and maintain a list of the names and dates that individuals received training. This list shall be kept in the SPPP.	EDPA + 12 months

Ensure that current Municipal Board and Governing Body Members that review and approve applications for development and redevelopment projects complete the "Training Tool" on or before EDPA + 6 months, and by new members within 6 months of commencement of duties. Once per term of service thereafter, Municipal Board and Governing Body Members must review at least one of the tools offered under the Post-Construction Stormwater Management website.	IV.B.5.f	Certify in each annual report that municipal board and governing body members have completed the necessary training, and maintain a list of the names and dates that individuals completed training. This list shall be kept in the SPPP.	EDPA + 6 months
MS4 Outfall Pipe Mapping and Illicit Discharge and Scouring Detection and Control			
Develop, update and maintain an MS4 Outfall Pipe Map showing the location of the end of all outfall pipe which discharge to a surface water body.	IV.B.6.a.i	Certify in each annual report following the implementation deadline that the outfall pipe map is current at the end of the calendar year.	EDPA + 36 months
Show the location (and name where known) of all surface water bodies receiving discharges from those outfall pipes.	IV.B.6.a.ii	Certify in each annual report following the implementation deadline that the surface water bodies associated with each outfall pipe end is located on the map.	EDPA + 36 months
Include Outfall Pipe map in the SPPP	IV.B.6.a.iii	Certify in each annual report following the implementation deadline that the Outfall Pipe Map is included in the SPPP.	EDPA + 36 months
Provide Outfall Pipe Map to the Department	IV.B.6.a.iv	Certify in each annual report following the implementation deadline that the Outfall Pipe Map and any new data points subsequently added to the map have been provided to the Department.	EDPA + 36 months
Submitted the Outfall Pipe Map information to the Department electronically by December 21, 2020	IV.B.6.a.v	Submit the Outfall Pipe Map information to the Department using Department's designated electronic submission service by December 21, 2020.	12/21/2020

Develop, update and implement a program to detect, investigate and control localized stream scouring from stormwater outfall pipes.	IV.B.6.b	Certify in each annual report that municipally owned outfall pipes have received the required visual inspection at least once every five years and maintain a log indicating the number and location of outfall pipes inspected, repairs prioritized, and repairs scheduled or performed. Certify in the annual report that a repair schedule has been prepared for those that have not been completed. Keep records required by Part IV.B.6.b in the SPPP.	EDPA + 60 months
Develop, update, implement and enforce an ongoing Illicit Discharge Detection and Elimination Program.	IV.B.6.c	Certify in each annual report that the municipality has developed a program to detect and eliminate illicit discharges and has conducted inspections required at Part IV.B.6.c at least once every five years. Document all investigations and actions taken on the Department's Illicit Connection Inspection Report Form. Keep records required by Part IV.B.6.c in the SPPP.	EDPA + 60 months
Adopt and enforce an ordinance that prohibits illicit connections to the MS4 operated by the Tier A Municipality.	IV.B.6.d	Certify in each annual report that the ordinance is being maintained and the date it was adopted. A log of enforcement actions shall be kept in the SPPP.	EDPA + 12 months
Stormwater Facilities Maintenance			
Develop, update and implement a program to ensure adequate long-term cleaning, operation and maintenance of all stormwater facilities owned or operated by the Tier A Municipality.	IV.C.1.a	Certify in each annual report that the municipality has developed, updated and implemented a program to ensure adequate long-term cleaning, operation and maintenance of all municipally owned stormwater facilities. Records required by Part IV.C.1.a, a.i, a.ii, a.iii and a.iv shall be kept, or their location shall be referenced, in the SPPP.	EDPA + 18 months

Inspect and maintain stormwater facilities pursuant to any maintenance plans, or more frequently as needed, to ensure proper function and operation of each stormwater facility.	IV.C.1.a.i	Certify in each annual report that inspections and maintenance was performed pursuant to any maintenance plans, or more frequently as needed, to ensure proper function and operation of stormwater facilities.	EDPA + 18 months
Maintain a log sufficient to demonstrate compliance with this section; including but not limited a list of inspections and preventative and corrective maintenance performed, and a schedule for repairs to be made.	IV.C.1.a.ii	Certify in each annual report that a maintenance log is kept that, at a minimum, records the stormwater facility inspected, location information of the facility inspected (location information must be specific enough to locate and identify the stormwater facility in the field; e.g. geographic coordinates), name of inspector, date of inspection, findings, and any preventative and corrective maintenance performed.	EDPA + 18 months
Certify annually that municipally owned or operated stormwater facilities are properly functioning.	IV.C.1.a.iii	Certify in each annual report that all municipally owned or operated stormwater facilities are properly functioning.	EDPA + 18 months
If stormwater facilities were found not to be functioning properly and repairs not made, then necessary preventative and corrective maintenance shall be documented and prioritized and a schedule for maintenance shall be maintained.	IV.C.1.a.iv	Certify in each annual report that a prioritized schedule of necessary preventive and corrective maintenance exists for stormwater facilities inspected and found not to be functioning properly. The municipality shall prioritize this schedule as specified in Part IV.C.1.iv.	EDPA + 18 months
Develop, update, implement and enforce a program to ensure adequate long-term cleaning, operation and maintenance of stormwater facilities not owned or operated by the Tier A Municipality, not subject to the conditions of another NJPDES stormwater permit and constructed after February 7, 1984.	IV.C.1.b	Certify in each annual report that the municipality has developed, updated, implemented and enforced a program to ensure adequate long-term cleaning, operation and maintenance of stormwater facilities not owned and operated by the municipality, not subject to the conditions of another NJPDES stormwater permit and constructed after February 7, 1984. Records required by Part IV.C.1.b, b.i and b.ii shall be kept, or their location shall be	EDPA + 18 months

		referenced, in the SPPP.	
Ensure that stormwater facility inspection and maintenance is performed pursuant to any maintenance plans, or more frequently as needed to ensure proper function and operation of each stormwater facility.	IV.C.1.b.i	Certify in each annual report that maintenance was performed pursuant to any maintenance plans, or more frequently, to ensure proper function and operation of stormwater facilities not owned and operated by the municipality.	EDPA + 18 months
Maintain a log sufficient to demonstrate compliance with this section; including but not limited actions taken by the municipality to enforce compliance with the long-term cleaning, operation and maintenance program.	IV.C.1.b.ii	Certify in each annual report that a log is being kept that, at a minimum, records the actions taken by the municipality to enforce compliance with the long-term cleaning, operation and maintenance program; the stormwater facility that was the subject of the action; location information of the facility that was the subject of the action (location information must be specific enough to locate and identify the stormwater facility in the field; e.g. geographic coordinates); the name of person taking the action; the date of the action; and the findings.	EDPA + 18 months
Maintain copies of all maintenance plans for stormwater facilities approved by the municipality, and make them available to the Department upon request.	IV.C.1.c	Certify in each annual report that copies of all maintenance plans are kept on file. Records required by Part IV.C.1.c shall be kept, or their location shall be referenced, in the SPPP.	EDPA + 12 months
Total Maximum Daily Load (TMDL) Info.			
Annually review approved or adopted TMDL reports to identify stormwater related pollutants listed therein and associated with any segment of surface water wholly or partially within or bordering the Tier A Municipality.	IV.C.2.a.i	Certify in each annual report that approved or adopted TMDLs have been identified and reviewed and stormwater related pollutants identified. Records required by Part IV.C.2.a.i, a.ii and a.iii shall be kept in the SPPP.	EDPA + 12 months

Use TMDL information identified in compliance with Part IV.C.2.a.i to: (1) assist in the prioritization of stormwater facility maintenance including schedules for repairs related to Stream Scouring and Stormwater Facilities Maintenance; and (2) identify and develop strategies to address specific sources of stormwater related pollutants contributing to discharges authorized under this Tier A MS4 NJPDES permit.	IV.C.2.a.ii	Certify in each annual report that the municipality has used information identified in compliance with Part VI.C.2.a.i to (1) assist in the prioritization of repairs as required at Part IV.B.6.b.iv (Stream Scouring) and IV.C.31.a.iv (Stormwater Facilities Maintenance); and (2) identify and develop strategies to address specific sources of stormwater related pollutants contributing to discharges authorized under this Tier A MS4 NJPDES permit.	EDPA + 12 months
Update SPPP to list information identified in Part VI.C.2.a.i and ii.	IV.C.2.a.iii	Certify in each annual report that the municipality has updated its SPPP to list information identified in Part VI.C.2.a.i and ii.	EDPA + 12 months
Incorporate any strategies identified in Part VI.C.2.a.ii(2) as an Optional Measure	IV.C.2.a.iv	Certify in each annual report that the municipality has incorporated any strategies identified in Part VI.C.2.a.ii(2) as an Optional Measure.	EDPA + 12 months

Attachment B – Points System for Public Education and Outreach Activities

The Tier A Municipality shall implement a Public Education and Outreach Program that focuses on educational and pollution prevention activities about the impacts of stormwater discharges on surface water and groundwater and to involve the public in reducing pollutants in stormwater runoff and mitigating flow.

The Tier A Municipality shall **annually** conduct educational activities that total at least **12 points** and include activities from at least three of the five categories found below. At a minimum, at least one of the activities shall involve educating businesses and the general public of hazards associated with illicit connections and improper disposal of waste. Each approved activity is listed below with an assigned point value. Additional information on how to conduct these Public Education and Outreach activities can be found under Notes and Definitions Part IV.A.3 and 4 of this Tier A MS4 NJPDES permit. Records shall be kept necessary to demonstrate compliance with this requirement, including date of activities and any other relevant documentation.

Category 1: General Public Outreach		
Activity	**Description**	**Points**
Website and Social Media	Maintain a stormwater related page on the municipal website or on a municipal social media site. The web page may include links to other stormwater related resources, including the NJDEP stormwater website (www.njstormwater.org).	1
Newspaper Ad	Use Department created and approved stormwater education materials available on www.cleanwaternj.org to publish an ad in a newspaper or newsletter that serves the municipality.	1
Radio/Television	Broadcast a radio or television public service announcement from www.cleanwaternj.org on a local radio or municipal public service channel.	1
Green Infrastructure Signage	Post signs at municipally-owned green infrastructure sites that describe the function and importance of the infrastructure, contact phone number, municipal identification number, and/or website for more information. *New signs receive 0.5 credits per sign. Existing signs that are maintained or upgraded receive 0.25 credits per sign. A maximum of 5 credits are allowed.	5*
Billboard/Sign	Produce and maintain (for credit in subsequent years) a billboard or sign which can be displayed on a bus, bus stop shelter, recreation field (outfield sign), or other similar public venue.	2
Mural	Produce and maintain (for credit in subsequent years) the planning and painting of a stormwater pollution themed mural, storm drain art or other artwork at a local downtown/commercial area or other similar public venue.	2
Stormwater Facility Signage	Post signs at municipally-owned stormwater management basins or other structural stormwater related facilities that describe the function and importance of the facility, contact phone number, municipal identification number, and/or website for more information. *New signs receive 0.5 credits per sign. Existing signs that are maintained or upgraded receive 0.25 credits per sign. A maximum of 5 credits are allowed.	5*

Category 2: Targeted Audiences Outreach		
Activity	**Description**	**Points**
Stormwater Display	Present a stormwater related display or materials at any municipal event (e.g., Earth Day, town picnic), at the municipal building or other similar public venue.	1
Promotional Item	Distribute an item or items with a stormwater related message (e.g., refrigerator magnets, temporary tattoos, key chains, bookmarks, pet waste bag dispensers, coloring books, and pens or pencils). Municipality must initially have available a minimum number of the items equal to 10% of the municipal population.	2
Mailing or e-Mailing Campaign	Provide information to all known owners of stormwater facilities not owned or operated by the municipality (i.e., privately owned) highlighting the importance of proper maintenance of stormwater measures. For assistance, see information at www.nj.gov/dep/stormwater/maintenance_guidance.htm.	3
Mailing or e-Mailing Campaign	Distribute any of the Department's educational brochures, tip cards, or a municipally produced equivalent (e.g., community calendar, newsletter, or recycling schedule) via a mailing to every resident and business in the municipality.	2
Ordinance Education	Distribute a letter or e-mail from the mayor or municipal official to every resident and business in the municipality highlighting the requirements and environmental benefits of the Pet Waste, Wildlife Feeding, Litter Control, Improper Disposal of Waste, Containerized Waste/Yard Waste Collection, Private Storm Drain Inlet Retrofitting and Illicit Connection ordinances. Provide a link to the municipal website where subject ordinances are posted.	3

Category 3: School / Youth Education and Activities		
Activity	**Description**	**Points**
School Presentations	Provide water-related educational presentation(s) and/or activities to local preschool, elementary, middle, and/or high school classes using municipal staff or local partner organizations. Topics could include stormwater, nonpoint source pollution, watersheds, water conservation and water quality. For ideas, see information at www.nj.gov/dep/seeds. *Presentations receive 1 credit per presentation, with a maximum of 5 credits allowed.	5*
Water Education Workshops	Provide water-related professional development workshops for local teachers from a registered NJ Department of Education Professional Development Provider.	2
Storm Drain Labeling	Organize a project to label and/or maintain storm drain labels (that are not already precast with a message) with a scout troop, local school district, or faith based group, or other community youth group for a minimum of 40 labels. This project could also include stenciling over precast labels to improve legibility.	3
Educational Contest for Schools	Organize an educational contest with a local school district or a local community organization serving youth to design a poster, magnet, rain stick, rain barrel or other craft/art object. Contest themes shall have an appropriate stormwater message. Winning entries are to be displayed at publicly accessible locations within the municipality such as at the town hall, library, post office, or school. The winning design should be shown on the municipality's website or social media site, if practical.	3
AmeriCorps Event	Coordinate an event (e.g. volunteer stream monitoring, educational presentations, or stormwater awareness project) through AmeriCorps NJ Watershed Ambassador Program	4
Clean-up	Sponsor or organize a litter clean up for a scout troop, local school district, faith based group or other community youth group along a local waterway, public park, stormwater facility, or in an area with storm drains that discharge to a local lake or waterway.	3

Category 4: Watershed/Regional Collaboration		
Activity	**Description**	**Points**
Regional Stormwater Collaboration	Participate in a regional stormwater, community collaborative or other watershed-based group on a regular basis to discuss impaired waterbodies, TMDLs, regional stormwater related issues, or watershed restoration plans that address those waterbodies. Evaluate, develop and implement remedies that resolve stormwater-related issues within the affected waterbody or watershed.	3
Green Infrastructure Workshop	Organize or participate in a rain barrel, rain garden or other green infrastructure workshop on a regional or watershed basis. This could be a partnership exercise with a local watershed organization, utility, university, school, youth/faith based group, and/or other organization.	3
Community Activity	Organize or participate in the organization of a regional or watershed based event to carry out stormwater activities such as stormwater facility maintenance or litter clean-up. The municipality may identify and enter into a partnership agreement with a local group such as a watershed organization, utility, university, school, youth/faith based group, and/or other organization to carry out these activities	3

Category 5: Community Involvement Activities		
Activity	**Description**	**Points**
Volunteer Stormwater Assessment or Stream Monitoring	Establish a volunteer stormwater facility assessment (inspection, inventory and/or mapping) or stream monitoring program for a waterbody within the municipality in order to gauge the health of the waterway through chemical, biological or visual monitoring protocols. Contact NJDEP's AmeriCorps NJ Watershed Ambassador Program or review USEPA National Directory of Volunteer Monitoring Programs.	3
Rain Barrel Workshop	Organize or participate in a rain barrel workshop. This could be a partnership exercise with a local watershed organization, university, school, youth/faith based group, and/or other nonprofit.	3
Rain Garden Workshop	Organize or participate in a rain garden training or installation workshop. This could be a partnership exercise with a local watershed organization, university, school, youth/faith based group, and/or other nonprofit.	3
Community Event	Organize or participate in the organization of a community event to carry out stormwater activities such as stormwater measure maintenance or a stream buffer restoration. The municipality may identify and enter into a partnership agreement with a local group such as a watershed organization, university, utility, school, youth/faith based group, and/or other nonprofit to carry out these activities.	3
Community Involvement	Organize a project with a local organization to create and post signs at either green and/or gray stormwater infrastructure sites or facilities that describe the function and importance of the facility, contact phone number, municipal identification number, and/or website for more information. *Signs receive 0.5 credits per sign. A maximum of 5 credits are allowed.	5*

Attachment C - Design Standards for Storm Drain Inlets

Application of Design Standard

The below design standard applies to the following types of storm drain inlet installation or retrofit projects unless a more stringent standard is specified by the municipality's stormwater control ordinance:

- Storm drain inlets installed as part of new development and redevelopment (public or private) that disturb one acre or more;
    - Storm drain inlets installed as part of new development and redevelopment (public or private) that disturb less than one acre that are part of a larger common plan of development or sale (e.g. phased residential development) that ultimately disturbs one acre or more;
- Tier A Municipality owned or operated storm drain inlets must be retrofitted where the storm drains are (1) in direct contact with any repaving, repairing (excluding individual pothole repair), or resurfacing (including top coating or chip sealing with asphalt emulsion or a thin base of hot bitumen); or (2) in direct contact with any reconstruction or alteration of facilities; and
- Privately owned or operated storm drain inlets (e.g. condomium association) must be retrofitted where the storm drains are (1) in direct contact with anyrepaving, repairing (excluding individual pothole repair), or resurfacing (including top coating or chip sealing with asphalt emulsion or a thin base of hot bitumen); or (2) in direct contact with any reconstruction or alteration of facilities. This does not include single family homes.

Design Standard

Grates in pavement or other ground surfaces shall meet either of the following standards:

- The New Jersey Department of Transportation (NJDOT) bicycle safe grate standards described in Chapter 2.4 of the NJDOT Bicycle Compatible Roadways and Bikeways Planning and Design Guidelines (see www.nj.gov/transportation/publicat/pdf/BikeComp/introtofac.pdf); or
- A grate where each individual clear space in that grate has an area of no more than seven (7.0) square inches, or is not greater than 0.5 inches across the smallest dimension. Note that the Residential Site Improvement Standards at N.J.A.C. 5:21include requirements for bicycle safe grates.

Examples of grates subject to this standard include grates in grate inlets; the grate portion (non-curb opening portion) of combination inlets; grates on storm sewer manholes; ditch grates; trench grates; and grates of spacer bars in slotted drains. Examples of ground surfaces include surfaces of roads, (including bridges), driveways, parking areas, bikeways, plazas, sidewalks, lawns, fields, open channels, and stormwater basin floors used to collect stormwater from the surface into a storm drain or surface water body

For curb-openings inlets, including curb-opening inlets in combination inlets, the clear space in the curb opening, or each individual clear space if the curb opening has two or more clear spaces, shall have an area of no more than seven (7.0) square inches or be no greater than two (2.0) inches across the smallest dimension.

Exemptions from the Design Standard

- Where each individual clear space in the curb opening in existing curb-opening inlets does not have an area of more than nine (9.0) square inches;

- Where the review agency determines that the standards would cause inadequate hydraulic performance that could not practicably be overcome by using additional or larger storm drain inlets;

- Where flows from the water quality design storm as specified in N.J.A.C. 7:8 are conveyed through any device (e.g., end of pipe netting facility, manufactured treatment device, or a catch basin hood) that is designed, at a minimum, to prevent delivery of all solid and floatable materials that could not pass through one of the following:

  A rectangular space four and five-eighths inches long and one and one-half inches wide (this option does not apply for outfall netting facilities); or

  A bar screen having a bar spacing of 0.5 inches;

  Note that these exemptions do not authorize any infringement of requirements in the Residential Site Improvement Standards for bicycle safe grates in new residential development (N.J.A.C. 5:21-4.18(b)2 and 7.4(b)1).

- Where flows are conveyed through a trash rack that has parallel bars with one inch (1”) spacing between the bars, to the elevation of the water quality design storm as specified in N.J.A.C. 7:8; or

- Where the Department determines, pursuant to the New Jersey Register of Historic Places Rules at N.J.A.C. 7:4-7.2(c), that action to meet the standard is an undertaking that constitutes an encroachment or will damage or destroy the New Jersey Register listed historic property.

Attachment D – Major Development Stormwater Summary

General Information

1. Project Name:
2. Municipality: County: Block(s): Lot(s):
3. Site Location (State Plane Coordinates – NAD83): E: N:
4. Date of Final Approval for Construction by Municipality:
   Date of Certificate of Occupancy:
5. Project Type (circle all that apply):
   Residential Commercial Industrial Other (please specify) _____
6. Soil Conservation District Project Number:
7. Did project require NJDEP Land Use Permit? Yes No Land Use Permit #:
8. Did project require the use of any mitigation measures? Yes No
   If yes, which standard was mitigated?

Site Design Specifications

1. Area of Disturbance (acres): Area of Proposed Impervious (acres):
2. List all Hydrologic Soil Groups:
3. Please Identify the Amount of Each Best Management Practices (BMPs) Utilized in Design Below:
   Bioretention Systems ___ Constructed Wetlands ___ Dry Wells ___ Extended Detention Basins ___
   Infiltration Basins ___ Combination Infiltration/Detention Basins ___ Manufactured Treatment Devices___
   Pervious Paving Systems ___ Sand Filters ___ Vegetative Filter Strips ___ Wet Ponds ___
   Grass Swales ___ Subsurface Gravel Wetlands ___ Other _____

Storm Event Information

Storm Event: Rainfall (inches and duration) 2 yr.: _____ 10 yr.: _____
100 yr.: _____ WQ DS: _____

Runoff Computation Method (circle one):
NRCS: Dimensionless Unit Hydrograph NRCS: Delmarva Unit Hydrograph Rational Modified Rational
Other: _____

Basin Specifications (answer all that apply)

If more than one basin, attach multiple sheets

1. Type of Basin: Surface/Subsurface (circle one)
2. Owner (circle one):
   Public Private: If so, Name: Phone number:
3. Basin Construction Completion Date:
4. Drain Down Time (hr.):
5. Design Soil Permeability (in./hr.):
6. Seasonal High Water Table Depth from Bottom of Basin (ft.): Date Obtained:
7. Groundwater Recharge Methodology (circle one): 2 Year Difference NJGRS Other NA
8. Groundwater Mounding Analysis (circle one): Yes No If, Yes Methodology Used:
9. Maintenance Plan Submitted: Yes No Is the Basin Deed Restricted: Yes No

Comments:_____

_____

_____

Name of Person Filling Out This Form: _____ Signature: _____

Title: _____ Date: _____

Basin Specifications (answer all that apply) *If more than one basin, attach multiple sheets*
10. Type of Basin: Surface/Subsurface (circle one)
11. Owner (circle one): Public Private: If so, Name: Phone number:
12. Basin Construction Completion Date:
13. Drain Down Time (hr.):
14. Design Soil Permeability (in./hr.):
15. Seasonal High Water Table Depth from Bottom of Basin (ft.): Date Obtained:
16. Groundwater Recharge Methodology (circle one): 2 Year Difference NJGRS Other NA
17. Groundwater Mounding Analysis (circle one): Yes No If, Yes Methodology Used:
18. Maintenance Plan Submitted: Yes No Is the Basin Deed Restricted: Yes No

Basin Specifications (answer all that apply) *If more than one basin, attach multiple sheets*
19. Type of Basin: Surface/Subsurface (circle one)
20. Owner (circle one): Public Private: If so, Name: Phone number:
21. Basin Construction Completion Date:
22. Drain Down Time (hr.):
23. Design Soil Permeability (in./hr.):
24. Seasonal High Water Table Depth from Bottom of Basin (ft.): Date Obtained:
25. Groundwater Recharge Methodology (circle one): 2 Year Difference NJGRS Other NA
26. Groundwater Mounding Analysis (circle one): Yes No If, Yes Methodology Used:
27. Maintenance Plan Submitted: Yes No Is the Basin Deed Restricted: Yes No

Basin Specifications (answer all that apply) *If more than one basin, attach multiple sheets*
28. Type of Basin: Surface/Subsurface (circle one)
29. Owner (circle one): Public Private: If so, Name: Phone number:
30. Basin Construction Completion Date:
31. Drain Down Time (hr.):
32. Design Soil Permeability (in./hr.):
33. Seasonal High Water Table Depth from Bottom of Basin (ft.): Date Obtained:
34. Groundwater Recharge Methodology (circle one): 2 Year Difference NJGRS Other NA
35. Groundwater Mounding Analysis (circle one): Yes No If, Yes Methodology Used:
36. Maintenance Plan Submitted: Yes No Is the Basin Deed Restricted: Yes No

Name of Person Filling Out This Form: _____ Signature: _____

Title: _____ Date: _____

Attachment E – Best Management Practices for Municipal Maintenance Yards and Other Ancillary Operations

The Tier A Municipality shall implement the following practices at municipal maintenance yards and other ancillary operations owned or operated by the municipality. Inventory of Materials and Machinery, and Inspections and Good Housekeeping shall be conducted at all municipal maintenance yards and other ancillary operations. All other Best Management Practices shall be conducted whenever activities described below occur. Ancillary operations include but are not limited to impound yards, permanent and mobile fueling locations, and yard trimmings and wood waste management sites.

Inventory of Materials and Machinery

The SPPP shall include a list of all materials and machinery located at municipal maintenance yards and ancillary operations which could be a source of pollutants in a stormwater discharge. The materials in question include, but are not limited to: raw materials; intermediate products; final products; waste materials; by-products; machinery and fuels; and lubricants, solvents, and detergents that are related to the municipal maintenance yard operations and ancillary operations. Materials or machinery that are not exposed to stormwater at the municipal maintenance yard or related to its operations do not need to be included.

Inspections and Good Housekeeping

1. Inspect the entire site, including the site periphery, monthly (under both dry and wet conditions, when possible). Identify conditions that would contribute to stormwater contamination, illicit discharges or negative impacts to the Tier A Municipality's MS4. Maintain an inspection log detailing conditions requiring attention and remedial actions taken for all activities occurring at Municipal Maintenance Yards and Other Ancillary Operations. This log must contain, at a minimum, a record of inspections of all operations listed in Part IV.B.5.c. of this permit including dates and times of the inspections, and the name of the person conducting the inspection and relevant findings. This log must be kept on-site with the SPPP and made available to the Department upon request. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for additional information.

2. Conduct cleanups of spills of liquids or dry materials immediately after discovery. All spills shall be cleaned using dry cleaning methods only. Clean up spills with a dry, absorbent material (i.e., kitty litter, sawdust, etc.) and sweep the rest of the area. Dispose of collected waste properly. Store clean-up materials, spill kits and drip pans near all liquid transfer areas, protected from rainfall.

3. Properly label all containers. Labels shall be legible, clean and visible. Keep containers in good condition, protected from damage and spillage, and tightly closed when not in use. When practical, store containers indoors. If indoor storage is not practical, containers may be stored outside if covered and placed on spill platforms or clean pallets. An area that is graded and/or bermed to prevent run-through of stormwater may be used in place of spill platforms or clean pallets. Outdoor storage locations shall be regularly maintained.

Fueling Operations

1. Establish, maintain and implement standard operating procedures to address vehicle fueling; receipt of bulk fuel deliveries; and inspection and maintenance of storage tanks, including the associated piping and fuel pumps.

   a. Place drip pans under all hose and pipe connections and other leak-prone areas during bulk transfer of fuels.

   b. Block storm sewer inlets, or contain tank trucks used for bulk transfer, with temporary berms or temporary absorbent booms during the transfer process. If temporary berms or booms are being used instead of blocking the storm sewer inlets, all hose connection points associated with the transfer of fuel shall be within the temporarily bermed or boomed area during the loading/unloading of bulk fuels. A trained employee shall be present to supervise the bulk transfer of fuel.

   c. Clearly post, in a prominent area of the facility, instructions for safe operation of fueling equipment. Include all of the following:
      - "Topping off of vehicles, mobile fuel tanks, and storage tanks is strictly prohibited"
      - "Stay in view of fueling nozzle during dispensing"
      - Contact information for the person(s) responsible for spill response.

   d. Immediately repair or replace any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair.

Discharge of Stormwater from Secondary Containment

The discharge pipe/outfall from a secondary containment area (e.g. fuel storage, de-icing solution storage, brine solution) shall have a valve and the valve shall remain closed at all times except as described below. A municipality may discharge stormwater accumulated in a secondary containment area if a visual inspection is performed to ensure that the contents of aboveground storage tank have not come in contact with the stormwater to be discharged. Visual inspections are only effective when dealing with materials that can be observed, like petroleum. If the contents of the tank are not visible in stormwater, the municipality shall rely on previous tank inspections to determine with some degree of certainty that the tank has not leaked. If the municipality cannot make a determination with reasonable certainty that the stormwater in the secondary containment area is uncontaminated by the contents of the tank, then the stormwater shall be hauled for proper disposal.

Vehicle Maintenance

1. Operate and maintain equipment to prevent the exposure of pollutants to stormwater.

2. Whenever possible, conduct vehicle and equipment maintenance activities indoors. For projects that must be conducted outdoors, and that last more than one day, portable tents or covers shall be placed over the equipment being serviced when not being worked on, and drip pans shall be used at all times. Use designated areas away from storm drains or block storm drain inlets when vehicle and equipment maintenance is being conducted outdoors.

On-Site Equipment and Vehicle Washing and Wash Wastewater Containment

1. Manage any equipment and vehicle washing activities so that there are no unpermitted discharges of wash wastewater to storm sewer inlets or to waters of the State.

2. Tier A Municipalities which cannot discharge wash wastewater to a sanitary sewer or which cannot otherwise comply with 1, above, may temporarily contain wash wastewater prior to proper disposal under the following conditions:

   a. Containment structures shall not leak. Any underground tanks and associated piping shall be tested for integrity every 3 years using appropriate methods determined by "*The List of Leak Detection Evaluations for Storage Tank Systems*" created by the National Work Group on Leak Detection Evaluations (NWGLDE) or as determined appropriate and certified by a professional engineer for the site specific containment structure(s)**.**

   b. For any cathodically protected containment system, provide a passing cathodic protection survey every three years.

   c. Operate containment structures to prevent overfilling resulting from normal or abnormal operations, overfilling, malfunctions of equipment, and human error. Overfill prevention shall include manual sticking/gauging of the tank before each use unless system design prevents such measurement. Tank shall no longer accept wash wastewater when determined to be at 95% capacity. Record each measurement to the nearest ½ inch.

   d. Before each use, perform inspections of all visible portions of containment structures to ensure that they are structurally sound, and to detect deterioration of the wash pad, catch basin, sump, tank, piping, risers, walls, floors, joints, seams, pumps and pipe connections or other containment devices. The wash pad, catch basin, sump and associated drains should be kept free of debris before each use. Log dates of inspection; inspector's name, and conditions. This inspection is not required if system design prevents such inspection.

   e. Containment structures shall be emptied and taken out of service immediately upon detection of a leak. Complete all necessary repairs to ensure structural integrity prior to placing the containment structure back into service. Any spills or suspected release of hazardous substances shall be immediately reported to the NJDEP Hotline (1-877-927-6337) followed by a site investigation in accordance with N.J.A.C. 7:26C and N.J.A.C 7:26E if the discharge is confirmed.

   f. All equipment and vehicle wash wastewater placed into storage must be disposed of in a legally permitted manner (e.g. pumped out and delivered to a duly permitted and/or approved wastewater treatment facility).

   g. Maintain a log of equipment and vehicle wash wastewater containment structure clean-outs including date and method of removal, mode of transportation (including name of hauler if applicable) and the location of disposal. See Underground Vehicle Wash Water Storage Tank Use Log at end of this attachment.

   h. Containment structures shall be inspected annually by a NJ licensed professional engineer. The engineer shall certify the condition of all structures including: wash pad, catch basin,

sump, tank, piping, risers to detect deterioration in the, walls, floors, joints, seams, pumps and pipe connections or other containment devices using the attached Engineer's Certification of Annual Inspection of Equipment and Vehicle Wash Wastewater Containment Structure. This certification may be waived for self-contained systems on a case-by-case basis. Any such waiver would be issued in writing by the Department.

3. Maintain all logs, inspection records, and certifications on-site. Such records shall be made available to the Department upon request.

Salt and De-icing Material Storage and Handling

1. Store material in a permanent structure.
2. Perform regular inspections and maintenance of storage structure and surrounding area.
3. Minimize tracking of material from loading and unloading operations.
4. During loading and unloading:
   a. Conduct during dry weather, if possible;
   b. Prevent and/or minimize spillage; and
   c. Minimize loader travel distance between storage area and spreading vehicle.
5. Sweep (or clean using other dry cleaning methods):
   a. Storage areas on a regular basis;
   b. Material tracked away from storage areas;
   c. Immediately after loading and unloading is complete.
6. Reuse or properly discard materials collected during cleanup.
7. Temporary outdoor storage is permitted only under the following conditions:
   a. A permanent structure is under construction, repair or replacement;
   b. Stormwater run-on and de-icing material run-off is minimized;
   c. Materials in temporary storage are tarped when not in use;
   d. The requirements of 2 through 6, above are met; and
   e. Temporary outdoor storage shall not exceed 30 days unless otherwise approved in writing by the Department;
8. Sand must be stored in accordance with Aggregate Material and Construction Debris Storage below.

Aggregate Material and Construction Debris Storage

1. Store materials such as sand, gravel, stone, top soil, road millings, waste concrete, asphalt, brick, block and asphalt based roofing scrap and processed aggregate in such a manner as to minimize stormwater run-on and aggregate run-off via surface grading, dikes and/or berms (which may include sand bags, hay bales and curbing, among others) or three sided storage bays. Where possible the open side of storage bays shall be situated on the upslope. The area in front of storage bays and adjacent to storage areas shall be swept clean after loading/unloading.

2. Sand, top soil, road millings and processed aggregate may only be stored outside and uncovered if in compliance with item 1 above and a 50-foot setback is maintained from surface water bodies, storm sewer inlets, and/or ditches or other stormwater conveyance channels.

3. Road millings must be managed in conformance with the "Recycled Asphalt Pavement and Asphalt Millings (RAP) Reuse Guidance" (see www.nj.gov/dep/dshw/rrtp/asphaltguidance.pdf) or properly disposed of as solid waste pursuant to N.J.A.C. 7:26-1 et seq.

4. The stockpiling of materials and construction of storage bays on certain land (including but not limited to coastal areas, wetlands and floodplains) may be subject to regulation by the Division of Land Use Regulation (see www.nj.gov/dep/landuse/ for more information).

Street Sweepings, Catch Basin Clean Out, and Other Material Storage

1. For the purposes of this permit, this BMP is intended for road cleanup materials as well as other similar materials. Road cleanup materials may include but are not limited to street sweepings, storm sewer clean out materials, stormwater basin clean out materials and other similar materials that may be collected during road cleanup operations. These BMPs do not cover materials such as liquids, wastes which are removed from municipal sanitary sewer systems or material which constitutes hazardous waste in accordance with N.J.A.C. 7:26G-1.1 et seq.

2. Road cleanup materials must be ultimately disposed of in accordance with N.J.A.C. 7:26-1.1 et seq. See the "Guidance Document for the Management of Street Sweepings and Other Road Cleanup Materials" (www.nj.gov/dep/dshw/rrtp/sweeping.htm).

3. Road cleanup materials placed into storage must be, at a minimum:

   a. Stored in leak-proof containers or on an impervious surface that is contained (e.g. bermed) to control leachate and litter; and

   b. Removed for disposal (in accordance with 2, above) within six (6) months of placement into storage.

Yard Trimmings and Wood Waste Management Sites

1. These practices are applicable to any yard trimmings or wood waste management site:

   a. Owned and operated by the Tier A Municipality;
      i. For staging, storing, composting or otherwise managing yard trimmings, or
      ii. For staging, storing or otherwise managing wood waste, and

   b. Operated in compliance with the Recycling Rules found at N.J.A.C. 7:26A.

2. Yard trimmings or wood waste management sites must be operated in a manner that:

   a. Diverts stormwater away from yard trimmings and wood waste management operations; and
   b. Minimizes or eliminates the exposure of yard trimmings, wood waste and related materials to stormwater.

3. Yard trimmings and wood waste management site specific practices:

   a. Construct windrows, staging and storage piles:
      i. In such a manner that materials contained in the windrows, staging and storage piles (processed and unprocessed) do not enter waterways of the State;
      ii. On ground which is not susceptible to seasonal flooding;
      iii. In such a manner that prevents stormwater run-on and leachate run-off (e.g. use of covered areas, diversion swales, ditches or other designs to divert stormwater from contacting yard trimmings and wood waste).

   b. Maintain perimeter controls such as curbs, berms, hay bales, silt fences, jersey barriers or setbacks, to eliminate the discharge of stormwater runoff carrying leachate or litter from the site to storm sewer inlets or to surface waters of the State.

   c. Prevent on-site storm drain inlets from siltation using controls such as hay bales, silt fences, or filter fabric inlet protection.

   d. Dry weather run-off that reaches a municipal stormwater sewer system is an illicit discharge. Possible sources of dry weather run-off include wetting of piles by the site operator; uncontrolled pile leachate or uncontrolled leachate from other materials stored at the site.

   e. Remove trash from yard trimmings and wood waste upon receipt.

   f. Monitor site for trash on a routine basis.

   g. Store trash in leak-proof containers or on an impervious surface that is contained (e.g. bermed) to control leachate and litter;

   h. Dispose of collected trash at a permitted solid waste facility.

   i. Employ preventative tracking measures, such as gravel, quarry blend, or rumble strips at exits.

Roadside Vegetation Management

1. Tier A Municipalities shall restrict the application of herbicides along roadsides in order to prevent it from being washed by stormwater into the waters of the State and to prevent erosion caused by de-vegetation, as follows: Tier A Municipalities shall not apply herbicides on or adjacent to storm drain inlets, on steeply sloping ground, along curb lines, and along unobstructed shoulders. Tier A Municipalities shall only apply herbicides within a 2 foot radius around structures where overgrowth presents a safety hazard and where it is unsafe to mow.

ENGINEERS CERTIFICATION OF ANNUAL INSPECTION OF EQUIPMENT AND VEHICLE WASH WASTEWATER CONTAINMENT STRUCTURE

(Complete a separate form for each vehicle wash wastewater containment structure)

Permittee: _____ NJPDES Permit No: _____

Containment Structure Location: _____

The annual inspection of the above referenced vehicle wash wastewater containment structure was conducted on _____ (date). The containment structure and appurtenances have been inspected for:

1. The integrity of the structure including walls, floors, joints, seams, pumps and pipe connections
2. Leakage from the structure's piping, vacuum hose connections, etc.
2 Bursting potential of tank.
3. Transfer equipment
4. Venting
5. Overflow, spill control and maintenance.
6. Corrosion, splits, and perforations to tank, piping and vacuum hoses

The tank and appurtenances have been inspected for all of the above and have been determined to be:

Acceptable _____

Unacceptable _____

Conditionally Acceptable _____

List necessary repairs and other conditions: _____

_____

_____

_____

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (N.J.A.C. 7:14A-2.4(d)).

Name (print): _____ Seal:

Signature: _____

Date: _____

Underground Vehicle Wash Water Storage Tank Use Log

Name and Address of Facility _____

Facility Permit Number _____

Tank ID Number _____ Tank Location _____

Tank Volume _____ gallons Tank Height _____ inches

95% Volume _____ gallons 95% Volume _____ inches

Date and Time	Inspector	Height of Product Before Introducing Liquid (inches)	Is Tank Less Than 95% Full? (Y/N)	Visual Inspection Pass? (Y/N)	Comments

Notes: The volume of liquid in the tank should be measured **before** each use.

Liquid **should not be introduced** if the tank contains liquid at 95% of the capacity or greater.

A visual inspection of all exposed portions of the collection system should be performed before each use. Use the comments column to document the inspection and any repairs.

Underground Vehicle Wash Water Storage Tank Pump Out Log

Name and Address of Facility _____

Facility Permit Number _____

Tank ID Number _____ Tank Location _____

Tank Volume _____ gallons

Date and Time of Pump Out	Volume of Liquid Removed	Waste Hauler *	Destination of the Liquid Disposal *

*** The Permittee must maintain copies of all hauling and disposal records and make them available for inspection.**

Summary of Statewide Basic Permit Requirements

Tier A MS4 NJPDES Master General Permit NJ0141852 ("Permit")
Summary of Significant Changes

Summary: The general layout of the Permit has changed and many requirements in the Permit have been elaborated on and given more clarity. For a list of locations where every change in the Permit is found see the Permit Renewal Crosswalk table - (http://www.state.nj.us/dep/dwq/pdf/tier_a_crosswalk_2009-2018.pdf).

The following list is a concise list of the significant changes/additions in the Permit requirements.

1. "Major Development" is now defined as any development that disturbs one or more acres of land (was previously 5 acres).
2. The current Stormwater Pollution Prevention Plan (SPPP) and Municipal Stormwater Management Plan (MSWMP) and related ordinances are now required to be posted on the Municipality's website. SPPP should be posted no later than 90 days after the effective date of the Permit. Updates should be posted annually. Inspection logs, other required record keeping and the names of SPPP team members can be excluded, but the name of the Stormwater Coordinator must be included.
3. The Department must be notified, using the Stormwater Program Coordinator Information Update Sheet, of any change in Municipal Stormwater Program Coordinator.
4. Municipalities must now conduct educational activities totally 12 points (vs 10 pts previously) and from at least three of the six categories in Attachment B. Records must be kept to demonstrate compliance. Municipalities must advertise public involvement programs.
5. Municipalities must complete and maintain a Major Development Stormwater Summary (Attachment D) when an application is made to the Tier A Municipality after the effective date of the Permit.
6. The Stormwater Management Rules (N.J.A.C. 7:8) and the Residential Site Improvement Standards for stormwater management (N.J.A.C. 5:21-7) apply to all areas of the Tier A Municipality.
7. Municipal Maintenance Yards and Other Ancillary Operations: Best Management Practices (BMPs) must be implemented for the following additional activities:
    a. Aggregate Material and Construction Debris Storage
    b. Street Sweepings and Catch Basin Clean Out Material Storage
    c. Yard Trimmings and Wood Waste Management Sites that are owned and operated by the Tier A Municipality
    d. Roadside Vegetation Management

8. New Training Requirements:
    a. General training on SPPP
    b. Educate employees on stormwater (sw) related topics
    c. SW Management Rules training for all engineers and others that review the sw mgmt design for development and redevelopment projects
    d. Municipal board & council member related training for those who review and approve applications for development and redevelopment projects
9. Current outfall pipe maps need to be replaced with a map meeting the new requirements (Part IV.C.2) within 1 year (12 months) after the effective date of the Permit for existing permittees or 3 years (36 months) after the effective date of the Permit for new permittees.
    a. Outfall pipes need to be inspected every five years
    b. Maps need to be updated each year
    c. Newly identified pipes must be inspected by the Municipality for localized stream scouring
    d. All maintenance and repairs to sw facilities must be done in accordance with NJAC 7:8, 2:90-1 and 7:13
    e. Maps need to be submitted electronically to the DEP by 12/21/20
10. Visual dry weather inspections for illicit discharge on outfall pipes must be done every five years. Dry weather = 72 hours of no rain. Any actions taken in the Illicit Discharge Detection and Elimination Program must now be documented on the Department's Illicit Connection Inspection Form.
11. Facilities Maintenance: a log must be maintained to demonstrate compliance with ensuring adequate long-term cleaning, operation and maintenance of all municipally owned and operated stormwater facilities. Municipality must certify annually that all facilities are properly functioning. Municipality must maintain copies of all maintenance plans for stormwater facilities approved after the effective date of the Municipality's stormwater control ordinance.
12. Total Maximum Daily Load (TMDL) information must now be incorporated into the SPPP. Adopted TMDL reports must be reviewed annually.
13. TMDL information will be used to (1) prioritize stormwater facility maintenance including schedules for repairs and (2) identify and develop opportunities to address specific sources of stormwater related pollutants contributing to discharges authorized under the Permit.
14. Refuse Container/Dumpster Ordinance is now found under Optional Measures.
15. Attachment A is a new table that details out the Measurable Goals and Implementation Schedule. The SPPP must reflect the measurable goals, implementation schedules, record keeping and other requirements found in it. (New permittees use Attachment A-1).
16. Deadline to submit the Annual Report and Certification is now May 1 (was May 2) and must be submitted through the Regulatory Services Portal.

Stormwater Pollution Prevention Plan (SWPPP)

SPPP Table of Contents

Form 1 – SPPP Team Members (permit cite IV F 1)

Form 2 – Revision History (permit cite IV F 1)

Form 3 – Public Involvement and Participation Including Public Notice (permit cite IV B 1)

Form 4 – Public Education and Outreach (permit cite IV B 2 and Attachment B)

Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program (permit cite IV B 4 and Attachment D)

Form 6 – Ordinances (permit cite IV B 5)

Form 7 – Street Sweeping (permit cite IV B 5 b)

Form 8 – Catch Basin and Storm Drain Inlets (permit cite IV B 2, IV B 5 b ii, and Attachment C)

Form 9 – Storm Drain Inlet Retrofitting (permit cite IV B 5 b)

Form 10 – Municipal Maintenance Yards and Other Ancillary Operations (permit cite IV B 5 c and Attachment E)

Form 11 – Employee Training (permit cite IV B 5 d, e, f)

Form 12 – Outfall Pipes (permit cite IV B 6 a, b, c)

Form 13 – Stormwater Facilities Maintenance (permit cite IV C 1)

Form 14 – Total Maximum Daily Load Information (permit cite IV C 2)

Form 15 – Optional Measures (permit cite IV E 1 and IV E 2)

SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Justin Lizza Parsippany Municipal Engineer
Office Phone # and eMail	973-263-7266 JLizza@Parsippany.net
Signature/Date	
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Justin Lizza Parsippany Municipal Engineer
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Other SPPP Team Members	
Print/Type Name and Title	Khaled Madin Township Clerk
Print/Type Name and Title	Greg Schneider Director of Public Works
Print/Type Name and Title	Peter J. King Township Attorney
Print/Type Name and Title	

SPPP Form 2 – Revision History

All records must be available upon request by NJDEP.

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.	4/23/19	LC	various	Update of various SPPP Forms and BMPs
2.	1/27/20	CP	Form 10	Update inventory
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				

SPPP Form 3 – Public Involvement and Participation Including Public Notice

All records must be available upon request by NJDEP.

1. Website URL where the Stormwater Pollution Prevention Plan (SPPP) is posted online:	https://www.parsippany.net/301/Stormwater
2. Date of most current SPPP:	Jan 27, 2020
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	https://www.parsippany.net/301/Stormwater
4. Date of most current MSWMP:	May 21, 2017
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	http://www.parsippany.net/
6. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program:	
For meetings where public notice is required under the Open Public Meetings Act ("Sunshine Law," N.J.S.A. 10:4-6 et seq.), the Township of Parsippany-Troy Hills provides public notice in a manner that complies with the requirements of that Act. Also, in regard to the passage of ordinances, the Township of Parsippany-Troy Hills provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-1 et seq. In addition, 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.), the Township of Parsippany-Troy Hills complies with those requirements.	

SPPP Form 4 – Public Education and Outreach

All records must be available upon request by NJDEP.

1. Describe how public education and outreach events are advertised. Include specific websites and/or physical locations where materials are available.
For our annual distribution, the Township of Parsippany-Troy Hills will mail the DEP brochure, or similar literature, to our residents and businesses. The brochure will be distributed in August with our township tax bill. Extra copies will be available at our municipal library and at our municipal building. The information will also be available on the township website (www.Parsippany.net). Additional information will be included in a quarterly newsletter and recycling calender. Our annual event will be held each year in September known as the Township Fall Festival. We will provide education materials including the DEP brochure at our table.
2. Describe how businesses and the general public within the municipality are educated about the hazards associated with illicit connections and improper disposal of waste.
The Township Environmental Committee holds information meetings with the general public on various environmental topics including illicit connections and improper disposal of waste. Educational material will also be available.
3. Indicate where public education and outreach records are maintained.
The Township Clerk's office. The Township Clerk is Khaled Madin.

SPPP Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program

All records must be available upon request by NJDEP.

1. How does the municipality define 'major development'?
Major development is new development that will ultimately result in the disturbance of one or more acres of land, or increase impervious surfaces by one-quarter acre (or 10,890 square feet) or more. "Development" means: Construction, reconstruction, conversion, structural alteration, relocation or enlargement of any building or structure; mining, excavation or landfill; or use/change in use of any building, other structure, land or extension of use of land that requires permission under the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.). "Disturbance" means" the addition of impervious surface (e.g. pavement); exposure or movement of soil or bedrock (e.g. grading, excavation); or clearing, cutting, or removing vegetation.
2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?
No
3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?
The Township's planning and zoning boards review the projects and ensure compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law. All new residential development and redevelopment projects that are subject to the Residential Site Improvement Standards for stormwater management (including the NJDEP Stormwater Management rules, N.J.A.C. 7:8, referenced in those standards) are in compliance with those standards.

4. Describe the process for reviewing major development project applications for compliance with the Stormwater Control Ordinance (SCO) and Residential Site Improvement Standards (RSIS). Attach a flow chart if available.	
Since the EDPA, the Township of Parsippany-Troy Hills has not constructed any new development or redevelopment projects on Township property. If the Township of Parsippany-Troy Hills decides to construct any new development or redevelopment projects on Township property we will ensure adequate long-term operation and maintenance of BMPs for that project by requiring a project maintenance plan similar to the maintenance plan described in our draft of that ordinance, and by requiring and funding the implementation of that plan. We will also require any storm drain inlets that we install to comply with the design standard in Attachment C of our permit. Once that ordinance takes effect, we will ensure such operation and maintenance for any new development or redevelopment projects on our property by complying with the maintenance requirements in that ordinance. In addition, any storm drain inlets we install for such projects will comply with that ordinance's standard for such inlets. Our Planning Board and municipal attorney will review the Sample Municipal Stormwater Management Plan and Model Stormwater Control Ordinance in the NJ Stormwater BMP Manual, and will draft a municipal Stormwater Management Plan and municipal stormwater control ordinance similar to that sample and model. We will meet with the county planning agency staff to discuss the draft plan and ordinance. The plan and ordinance will be adopted by our Planning Board and Township Council, and will be submitted to the county planning agency for approval. Once approved, the ordinance, which will be administered by our Planning Board, Board of Adjustment and Zoning Officer and the Township Engineer, will control stormwater from non-residential development and redevelopment projects. When it is necessary to implement the municipal Stormwater Management Plan, the approved ordinance will also control aspects of residential development and redevelopment projects that are not subject to the Residential Site Improvement Standards. For any BMP that is installed in order to comply with the requirements of our post-construction program, the Township of Parsippany-Troy Hills will ensure adequate long-term operation as well as preventative and corrective maintenance (including replacement) of BMPs. For BMPs on private property that we do not own or operate, The Township of Parsippany-Troy Hills intends to do this by adopting and enforcing a provision in the municipal stormwater control ordinance that requires the private entity to perform the operation and maintenance, with penalties if the private entity does not comply. If, for example, the private entity does not perform the required maintenance, the Township can perform the maintenance and charge the private entity. The Township will also enforce, through the municipal stormwater control ordinance, compliance with the design standard in Attachment C of our permit to control passage of solid and floatable materials through storm drain inlets. The Township of Parsippany-Troy Hills expects that for most projects, such compliance will be achieved either by conveying flows through a trash rack as described in the "Alternative Device Exemptions," or (for flows not conveyed through such a trash rack), by installation of the NJDOT bicycle safe grate and (if needed) a curb opening with a clear space no bigger than two inches across the smallest dimension.	
5. Does the Municipal Stormwater Management Plan include a mitigation plan?	No
6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?	Engineering Department

SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

Ordinance permit cite IV.B.1.b.iii	Date of Adoption	Website URL	Was the DEP model ordinance adopted without change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i	12/20/05		Yes	Code enforcement officers and local police
2. Wildlife Feeding permit cite IV.B5.a.ii	12/20/05		Yes	Code enforcement officers and local police
3. Litter Control permit cite IV.B5.a.iii	12/20/05		Yes	Code enforcement officers and local police
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	12/20/05		Yes	Code enforcement officers and local police
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	12/20/2005		Yes	Code enforcement officers and local police
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	12/14/2010		Yes	Code enforcement officers and local police
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	05/21/2007		Yes	Code enforcement officers and local police
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	12/20/2005		Yes	Code enforcement officers and local police
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	10/19/2010		Yes	Code enforcement officers and local police

Indicate the location of records associated with ordinances and related enforcement actions:

Public Works office. Improper waste disposal logs tracking violations and enforcement actions are on file in the Public Works office.

SPPP Form 7 – Street Sweeping

All records must be available upon request by NJDEP.

1. Provide a written description or attach a map indicating which streets are swept as required by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.
A schedule has been devised to ensure that specific streets be cleaned on a monthly basis. The township's busiest local street is North Beverwyck Road and is cleaned on a weekly basis. The township has been divided into ten sections and each section will be swept twice every year. The street sweeping activity will run from April through October and meets the minimum standards of: - the street is owned or operated by the municipality; - the street is curbed and has storm drains; - the street has a posted speed limit of 35 mph or less; - the street is not an entrance or exit ramp; and - the street is in a predominantly commercial area.
2. Provide a written description or attach a map indicating which streets are swept that are NOT required to be swept by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.
The township's general practice is to sweep monthly, however in winter months they reserve the right to sweep at a lesser frequency.
3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.
No
4. Indicate the location of records, including sweeping dates, areas swept, number of miles swept and total amount of wet tons collected each month. Note which records correspond to sweeping activities beyond what is required by the NJPDES permit, i.e., sweepings of streets within the municipality that are not required by permit to be swept or sweepings of streets outside of the municipality.
Public Works office.

TOWNSHIP OF PARSIPPANY-TROY HILLS

INTEROFFICE MEMORANDUM

TO: MIMI LETTS, MAYOR

FROM: RONALD S. KULIG, DIRECTOR OF PUBLIC WORKS

DATE: JULY 6, 2004

SUBJECT: STREET SWEEPING SCHEDULE

Below please find our street sweeping schedule for 2004.

APRIL THROUGH SEPTEMBER

1. Lake Parsippany
2. Lake Hiawatha
3. Powder Mill & Puddingstone
4. Rainbow Lakes
5. Park Road – Brooklawn Dr. (areas)
6. Glacier Hills – Pondview – Sedgefield
7. Troy Hills – Normandy – Westminster
8. Druid Hill – Farmstead
9. Rockaway Neck – Lower Vail – Lower Rickland
10. Industrial Parks – Main Roads

The above schedule is for three months and based on a rotating garbage pickup.

1. Rt. 46 East and West and Jughandles
2. Rt. 202 (Smith Rd. to Route 10)
3. Rt. 53 (Route 10 to Mt. Tabor)
4. Rt. 80 ramps (East)
5. Rt. 80 ramps (West)
6. Rt. 287 ramps (North)
7. Rt. 287 ramps (South)
8. All Bridges: New Road, N. Beverwyck Road, Parsippany Road (Rt. 80 & Rt. 287), Cherry Hill Road, Rt. 202, Rainbow-Fox Hill Road (Rt. 80 & train), Fanny Road, Intervale Road, (Rt. 287 overpass), Vail Road (to Montville), Knoll Road (to Montville), Baldwin Road

The above will take place within a five-week schedule.

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.
The Township of Parsippany-Troy Hills will implement an annual catch basin cleaning program to maintain catch basin function and efficiency. All catch basins will be inspected once each year. If, at the time of inspection, no sediment, trash or debris is observed in the catch basin, then that catch basin will not be cleaned. All catch basins will be inspected yearly, even if they were found to be "clean" the previous year. At the time of cleaning, the catch basins will also be inspected for proper function. Maintenance will be scheduled for those catch basins that are in disrepair.
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
N/A
3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
N/A
4. Describe the inspection schedule and maintenance plan for storm drain inlet labels on storm drains that do not have permanent wording cast into the design.
During our annual Catch Basin Cleaning Program, we will be checking labels on all inlets that are subject to inspection that year, to ensure that they are still visible. If they are not, we will ensure that the labels are replaced immediately.
5. Indicate the location of records of catch basin and storm drain inlet inspections and the wet tons of materials collected during catch basin and storm drain inlet cleanings.
Public Works office.

SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.
The Engineering Department duties include a procedure for any road that undergoes renovations or paving projects must also have its inlets inspected and retrofitted if necessary. All town roads that are resurfaced or reconstructed will have all drain inlets within the project limits upgraded / retrofitted to comply with the stormwater requirements.
2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.
Inspections are completed throughout the construction projects. Part of the final project closeout includes verification that all inlets in the project limits have been retrofitted. The town also inspects 20% of the inlets each year where every inlet is inspected every 5 years.
3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.
General notice was provided to property owners of privately owned locations, upon adoption of the Private Storm Drain Inlet Retrofitting ordinance, that they must retrofit their storm drain inlets during road work and paving projects.
4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.
Inspections are completed throughout the course of private construction projects. The Building Department does not sign off on certificate of occupancies until they receive a letter from Engineering stating all site work has been completed and accepted, including stormwater infrastructure.

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

Complete separate forms for each municipal yard or ancillary operation location.

Address of municipal yard or ancillary operation:
1 Pump House Road, Parsippany NJ 07054

List all materials and machinery located at this location that are exposed to stormwater which could be a source of pollutant in a stormwater discharge:

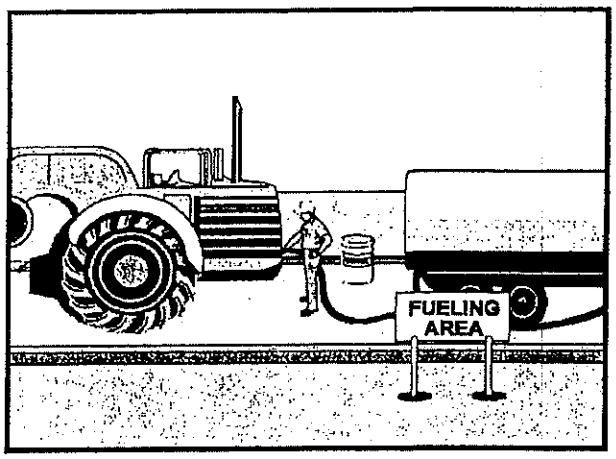
Raw materials –	NONE
Intermediate products –	Fill dirt & fill stone
Final products –	Clean stone & Quarry Process
Waste materials –	Street sweepings, DPW generated debris (asphalt, concrete, scrap metal). Recycling Center dumpsters & containers. Waste cooking oil stored in (2) 55 gallon drums on ground level
By-products –	NONE
Machinery –	Garbage Trucks, Misc. Heavy Equipment, Misc. Township Vehicles
Fuel –	(1) 7,000 gallon Gasoline AST. (1) 7,000 gallon Diesel AST
Lubricants –	Stored inside
Solvents –	Stored inside
Detergents related to municipal maintenance yard or ancillary operations –	Stored inside
Other –	2 CaCl de-ice tanks - 6k gallons & 3k gallons. 500 gallon waste motor oil tank is partially covered

For each category below, describe the best management practices in place to ensure compliance with all requirements in permit Attachment E. If the activity in the category is not applicable for this location, indicate where it occurs. Indicate the location of inspection logs and tracking forms associated with this municipal yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.
1. Fueling Operations
A list of all fueling stations within township yards has been compiled and weekly visual inspections are to be made of the main fuel pumps and tanks for leaks. Daily visual inspections are also to be made of the fuel pump islands. Absorbants are stored in the building nearest the fuel pump island and also in the service trucks that do on-site fueling.
2. Vehicle Maintenance
Weekly inspections will be made to ensure that the SOP is being met. Vehicles are on a Preventative Maintenance schedule that is divided between five maintenance facilities. All Supervisors and mechanics have been instructed on the SOP procedures. Any leaking vehicle is to be parked in the wash bay where the oils can be collected in the separator tank. Weekly inspections and clean up of shop areas has been put on the daily duties list.
3. On-Site Equipment and Vehicle Washing *See permit attachment E for certification and log forms for Underground Storage Tanks.*
Vehicles are washed on an outdoor wash pad with catch basins connected to an oil water separator. Catch basins are cleaned using a Jet-Vac truck immediately after washing vehicles.
4. Discharge of Stormwater from Secondary Containment
If stormwater needs to be drained the wastewater will be pumped and hauled offsite.

5. Salt and De-Icing Material Storage and Handling
The Township of Parsippany- Troy Hills currently stores the majority of its de-icing salt in a permanent structure at the Public Works facility. A small stockpile of de-icing salt is kept seasonally on private property in the Powdermill Village office complex near Route 10 and Continential Road. Approximately 150 cubic yards of de-icing salt is maintained from November 15 through April 15. The Township uses the seasonal tarping procedures at this location. The tarps are inspected at least once a week to ensure that it is covering the salt pile. For both facilities there is an inspection after the loading and unloading activities have been completed to check for spilled salt. Any spilled salt is placed back into the salt pile. The Township also stores sand and quarry processed stone. These materials are boxed in on three sides to prevent spillage into Troy Brook.. All areas are swept when salting operations have ceased. The Township also stores Calcium Chloride (liquid de-ice) in two tanks: (1) 6,000 gallon and (1) 3,000 gallon.
6. Aggregate Material and Construction Debris Storage
Aggregate material is stored in 3 sided concrete bins. Construction debris is stored in open top dumpsters. Materials are stored at the Pumphouse Road facility.
7. Street Sweepings, Catch Basin Clean Out and Other Material Storage
Sweeping of the yard will be done on a monthly basis during the summer months. Sweepings will be stored in a 3 sided bin in a dirt/stone lot with piles being removed on a monthly basis. All catch basins in the yard areas will be checked and cleaned monthly. The separator tanks are cleaned and pumped every six months, March/September as needed, including the rodding and cleaning of the floor drains. All activities are scheduled and recorded.
8. Yard Trimmings and Wood Waste Management Sites
The Township of Parsippany-Troy Hills already has a Yard Waste Collection and Disposal Program. This program runs from the first week in April through the first week of December and yard waste is collected every week. Grass and leaves must be placed in either biodegradable brown paper bags or in open containers labeled "yard waste." Information concerning the Township's Yard Waste Program is included in a calendar which is mailed to residential properties. The Township of Parsippany-Troy Hills will review its current ordinance and amend any provisions which are not compatible with the stormwater rules and regulations.
9. Roadside Vegetation Management
Vegetation is cut back. Sprays are not used.

Township of Parsippany-Troy Hills

Standard Operating Procedures
Vehicle and Equipment Fueling



Township of Parsippany-Troy hills

Yards
With Fueling Operations

D.P.W. Maintenance Yard
Knoll Maintenance Yard
Parks&Foresty Maintenance Yard
Police Maintenance Yard
Sewer Maintenance Yard
Water Maintenance Yard

Introduction and Purpose

Vehicle and equipment fueling procedures and practices are designed to minimize surface or ground waters. Understanding the procedures for delivering fuel into vehicles, mobile fuel tanks, and storage tanks is critical for this purpose. Safety is always the priority.

Scope

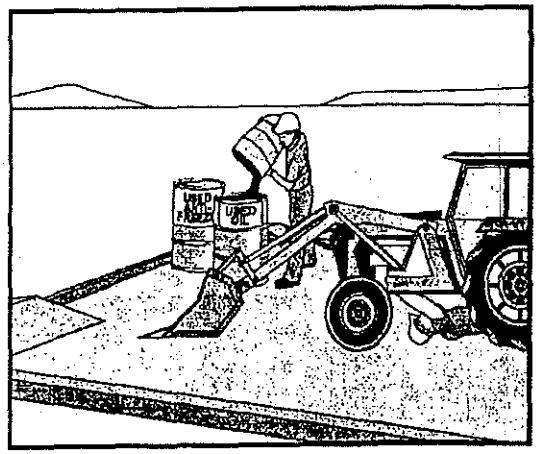
These procedures are to be implemented at all maintenance yards with fueling. Including mobile fueling operations.

Standards and Specifications (for vehicle and equipment fueling)

- Shut the engine off
- Ensure that the fuel is the proper type of fuel.
- Absorbent spill clean-up materials and spill kits shall be available in fueling areas and on mobile fueling vehicles and shall be disposed of properly after use.
- Nozzles used in vehicle and equipment fueling shall be equipped with an automatic shut-off to prevent overfill.
- Fuel tanks shall not be "topped off".
- Mobile fueling shall be minimized. Whenever practical, vehicles and equipment shall be transported to the designated fueling area in the maintenance yard.
- Clearly post, in a prominent area of the facility, instructions for safe operation of fueling equipment, and appropriate contact information for the person(s) responsible for spill response.

Standards and Specifications (for bulk fueling)	• Drip pans or absorbent pads shall be used under all hose and pipe connections and other leak-prone areas during bulk fueling. • Block storm sewer inlets, or contain tank trucks used for bulk transfer, with temporary berms or temporary absorbent booms during the transfer process. If temporary berms are being used instead of blocking the storm sewer inlets, all hose connection points associated with the transfer of fuel must be within the temporary berms during the loading/unloading of bulk fuels. • Protect fueling areas with berms and/or dikes to prevent run-on, runoff, and to contain spills. • A trained employee must always be present to supervise during bulk transfer.
Spill Response	• Conduct cleanups of any fuel spills immediately after discovery. • Uncontained spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust, etc.) and absorbent materials shall be swept up. • Collected waste is to be disposed of properly. • Contact the Township of Parsippany - Troy Hills 973-263-4300
Maintenance and Inspection	• Fueling areas and storage tanks shall be inspected monthly. • Keep an ample supply of spill cleanup material on the site. • Any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair must be repaired or replaced immediately. • The valve on the discharge pipe from the secondary containment area of the aboveground fuel storage tank in the Elm Avenue maintenance yard shall remain closed at all times except as described below. Visual inspections shall be performed before discharging stormwater through that valve, to ensure that fuel in that tank has not come into contact with the stormwater to be discharged.

Township of Parsippany-Troy Hills
Standard Operating Procedure
Vehicle Maintenance



Parsippany-Troy Hills
Maintenance Yards
BMP Objectives

- Waste Management
- Spill Prevention, Containment and Countermeasures
- Pollution Control

Introduction and Purpose

This SOP contains the basic practices of vehicle maintenance to be implemented at all maintenance yards including maintenance activities at ancillary operations in Parsippany The purpose of this SOP is to provide a set of guidelines for the Parsippany . vehicle maintenance yards including maintenance activities at ancillary operations.

Scope

This SOP applies to all maintenance yards including maintenance activities at ancillary operations within the Township

Standards and Specifications

- Conduct vehicle maintenance operation only in designated areas.
- When possible, perform all vehicle and equipment maintenance at an indoor location with a paved floor.
- Always use drip pans.
- Absorbent spill clean-up materials shall be available in maintenance areas and shall be disposed of properly after use.
- Maintenance areas shall be protected from stormwater run-on and runoff, and shall be located at least 50 feet downstream drainage facilities and watercourses.
- Use portable tents or construct a roofing-device over long-term maintenance areas and for projects that must be performed outdoors.

- Do not dump or dispose oils, grease, fluids, and lubricants onto the ground.
- Do not dump or dispose batteries, used oils, antifreeze and other toxic fluids into a storm drain or watercourse.
- Do not bury tires.
- Collect waste fluids in properly labeled containers and dispose properly.

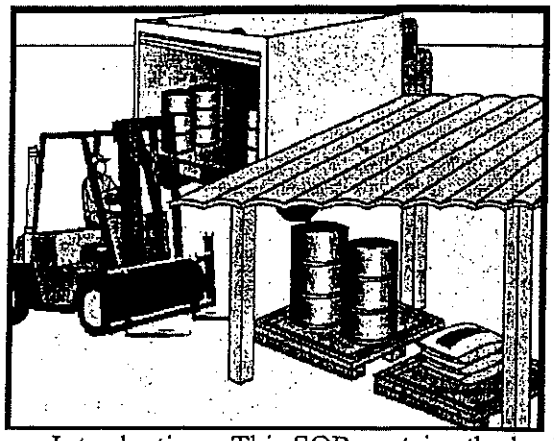
Spill Response and Reporting

- Provide spill containment dikes or secondary containment around stored oils and other fluid storage drum(s).
- Conduct cleanups of any fuel spills immediately after discovery.
- Spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust, etc.) and the rest of the area is to be swept.
- Collected waste is to be disposed of properly.
- Contact the Township of Parsippany - Troy Hills 973-263-4300

Maintenance and Inspection

- Periodically check for leaks and damaged equipment and make repairs as necessary.

Standard Operating Procedure
Good Housekeeping



Parsippany-Troy Hills

Housekeeping Goals

-Proper Recycling
-Proper Waste Disposal
-Pollution Prevention

Introduction and Purpose

This SOP contains the basic practices of good housekeeping to be implemented at maintenance yards including maintenance activities at ancillary operations in Parsippany The purpose of this SOP is to provide a set of guidelines for the employees of Parsippany for Good Housekeeping Practices at their maintenance yards including maintenance yards at ancillary operations.

Scope

This SOP applies to all maintenance yards including maintenance activities at ancillary operations in Pasippany - Troy Hills

Standards and Specifications (General)

- All containers should be properly labeled and marked, and the labels must remain clean and visible.
- All containers must be kept in good condition and tightly closed when not in use.
- When practical, chemicals, fluids and supplies should be kept indoors.
- If containers are stored outside, they must be covered and placed on spill platforms.
- Keep storage areas clean and well organized.
- Spill kits and drip pans must be kept near any liquid transfer areas, protected from rainfall.
- Absorbent spill clean-up materials must be available in maintenance areas and shall be disposed of properly after use.
- Place trash, dirt and other debris in the dumpster.
- Collect waste fluids in properly labeled containers and dispose of them properly.
- Establish and maintain a recycling program by disposing, papers, cans, bottles and trash in designated bins.

Standards and Specifications (Salt and De-icing Material Handling)	• During loading and unloading of salt and de-icing materials, prevent and/or minimize spills. If salt or de-icing materials are spilled, remove the materials using dry cleaning methods. All collected materials shall be either reused or properly discarded. • Sweeping should be conducted once a week to get rid of dirt and other debris. Sweeping should also be conducted immediately following loading/unloading activities, when practical. • Minimize the tracking of materials from storage and loading/unloading areas. • Minimize the distance that salt and de-icing materials are transported during loading/unloading activities. • Any materials that are stored outside must be tarped when not actively being used. • If interim seasonal tarping is being implemented, de-icing materials may be stored outdoors only between October 15th through April 30th.
Spill Response and Reporting	• Conduct clean up of any spill(s) immediately after discovery. • Spills are to be cleaned using dry cleaning methods only. • Contact the Township of Parsippany - Troy Hills 973-263-4300
Maintenance and Inspection	• Periodically check for leaks and damaged equipment and make repairs as necessary. • Perform monthly inspections of all (indoor and outdoor if applicable) storage locations.

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

A. **Municipal Employee Training:** Stormwater Program Coordinator (SPC) must ensure appropriate staff receive training on topics in the chart below as required due to job duties assigned within three months of commencement of duties and again on the frequency below. Indicate the location of associated training sign in sheets, dates, and agendas or description for each topic.

Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	Greg Schneider, Director of Public Works
2. Stormwater Facility Maintenance	Every year	Greg Schneider, Director of Public Works
3. SPPP Training & Recordkeeping	Every year	Greg Schneider, Director of Public Works
4. Yard Waste Collection Program	Every 2 years	Greg Schneider, Director of Public Works
5. Street Sweeping	Every 2 years	Greg Schneider, Director of Public Works
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Greg Schneider, Director of Public Works
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Greg Schneider, Director of Public Works
8. Waste Disposal Education	Every 2 years	Greg Schneider, Director of Public Works
9. Municipal Ordinances	Every 2 years	Greg Schneider, Director of Public Works
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Greg Schneider, Director of Public Works

B. **Municipal Board and Governing Body Members Training:** Required for individuals who review and approve applications for development and redevelopment projects in the municipality. This includes members of the planning and zoning boards, town council, and anyone else who votes on such projects. Training is in the form of online videos, posted at www.nj.gov/dep/stormwater/training.htm.

Within 6 months of commencing duties, watch *Asking the Right Questions in Stormwater Review Training Tool*. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member.

C. **Stormwater Management Design Reviewer Training:** All design engineers, municipal engineers, and others who review the stormwater management design for development and redevelopment projects on behalf of the municipality must attend the first available class upon assignment as a reviewer and every five years thereafter. The course is a free, two-day training conducted by DEP staff. Training dates and locations are posted at www.nj.gov/dep/stormwater/training.htm. Indicate the location of the DEP certificate of completion for each reviewer.

SPPP Form 12 – Outfall Pipes

All records must be available upon request by NJDEP.

1. **Mapping:** Attach an image or provide a link to the most current outfall pipe map. Maps shall be updated at the end of each calendar year.

   Note that ALL maps must be electronic by 21 Dec 2020 via the DEP's designated electronic submission service. For details, see http://www.nj.gov/dep/dwq/msrp_map_aid.htm.

2. **Inspections:** Describe the outfall pipe inspection schedule and indicate the location of records of dates, locations, and findings.

Outfall pipe inspections will be scheduled on an annual basis. Records of dates, locations, and findings will be filed in the Public Works office.

3. **Stream Scouring:** Describe the program in place to detect, investigate and control localized stream scouring from stormwater outfall pipes. Indicate the location of records related to cases of localized stream scouring. Such records must include the contributing source(s) of stormwater, recommended corrective action, and a prioritized list and schedule to remediate scouring cases.

When we are doing the illicit connection part of this program, we will be checking all of our outfall pipes for signs of scouring. All sites will be placed on a prioritized list and repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. In addition, repairs that do not need NJDEP permits for those repairs may be done first.

We will follow each repair up with an annual inspection of the site to ensure that scouring has not resumed.

Attached is a list of all sites with outfall pipe stream scouring, the date we plan on repairing the scouring, and the method of repair we will use. When repairs are completed we will note the date of that repair on this form.

4. **Illicit Discharges:** Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfall pipes. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form (www.nj.gov/dep/dwq/tier_a_forms.htm) and indicate the location of these forms and related illicit discharge records.

   Note that Illicit Connection Inspection Report Forms shall be included in the SPPP and submitted to DEP with the annual report.

We will conduct an initial physical inspection of all of our outfall pipes during the mapping process. We will use the DEP Illicit Connection Inspection Report Form to conduct these inspections, and each of these forms will be kept with our SPPP records.

Outfall pipes that are found to have a dry weather flow or evidence of an intermittent non-stormwater flow will be rechecked again to locate the illicit connection. If we are able to locate the illicit connection (and the connection is within the Township) we will cite the responsible party for being in violation of our Illicit Connection Ordinance, and we will have the collection eliminated immediately. If, after the appropriate amount of investigation, we are unable to locate the source of the illicit connection, we will submit the Closeout Investigation Form with our Annual Inspection and Recertification.

If an illicit connection is found to originate from another public entity, the Township will report the illicit connection to the Department.

The Mayor's Action Center is available to residents who have questions on Township related matters. This phone number (973-263-4262) will also be used to report illicit connections.

In addition, the following departments can be contacted concerning illicit connections:

Health Department 973-263-7061
Engineering Department 973-263-7266
Road Department 973-263-7093
Administration 973-263-4391

SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

1. Detail the program in place for the long-term cleaning, operation and maintenance of each stormwater facility owned or operated by the municipality.

The Township of Parsippany-Troy Hills has implemented a stormwater facility maintenance program to ensure that all stormwater facilities operated by the Township function properly. The Township of Parsippany-Troy Hills operates the following:

- catch basins
- manholes
- field inlets
- storm drains
- detention basins
- swales & ditches

These stormwater facilities will be inspected annually to insure that they are functioning properly. In high risk areas, preventative maintenance will be performed on all stormwater facilities to ensure that they do not begin to fail.

2. Detail the program in place for ensuring the long-term cleaning, operation and maintenance of each stormwater facility NOT owned or operated by the municipality.

The Township is currently working on a plan to address this issue, but does not have one in place at this time.

3. Indicate the location(s) of the Stormwater Facilities Inspection and Maintenance Logs listing the type of stormwater facilities inspected, location information, inspection dates, inspector name(s), findings, preventative and corrective maintenance performed.

Public Works office.

Note that maintenance activities must be reported in the annual report and records must be available upon request. DEP maintenance log templates are available at http://www.nj.gov/dep/stormwater/maintenance_guidance.htm (select specific logs from choices listed in the Field Manuals section).

Additional Resources: The NJ Hydrologic Modeling Database contains information and maps of stormwater management basins. To view the database map, see https://hydro.rutgers.edu. To download data in an Excel format, see https://hydro.rutgers.edu/public_data/.

SPPP Form 14 – Total Maximum Daily Load Information

All records must be available upon request by NJDEP.

1. Using the Total Maximum Daily Load (TMDL) reports provided on www.nj.gov/dep/dwq/msrp-tmdl-rh.htm, list adopted TMDLs for the municipality, parameters addressed, and the affected water bodies that impact the municipality's MS4 program.

Applicable Stream TMDL(s)

- Total Maximum Daily Loads for Fecal Coliform to Address 32 Streams in the Northeast Water Region - Fecal Coliform - 2003 : Rockaway R at Pine Brook from Booton Reservoir to confluence with Whippany
- Report on the Establishment of a Total Maximum Daily Load for Fecal Coliform and an Interim Total Phosphorus Reduction Plan for the Whippany River Watershed - Fecal Coliform - 1999 : Whippany River
- Total Maximum Daily Load for Mercury Impairments Based on Concentration in Fish Tissue Caused Mainly by Air Deposition to Address 122 HUC 14s Statewide - Mercury - 2010 : Rockaway R (Boonton dam to Stony Brook)
- Total Maximum Daily Load for Mercury Impairments Based on Concentration in Fish Tissue Caused Mainly by Air Deposition to Address 122 HUC 14s Statewide - Mercury - 2010 : Rockaway R (Passaic R to Boonton dam)
- Total Maximum Daily Load for Mercury Impairments Based on Concentration in Fish Tissue Caused Mainly by Air Deposition to Address 122 HUC 14s Statewide - Mercury - 2010 : Troy Brook (above Reynolds Ave)
- Total Maximum Daily Load for Mercury Impairments Based on Concentration in Fish Tissue Caused Mainly by Air Deposition to Address 122 HUC 14s Statewide - Mercury - 2010 : Whippany R(Lk Pocahontas to Wash Val Rd)
- Total Maximum Daily Load Report for the Non-Tidal Passaic River Basin Addressing Phosphorus Impairments - Total Phosphorus - 2008 : Den Brook
- Total Maximum Daily Load Report for the Non-Tidal Passaic River Basin Addressing Phosphorus Impairments - Total Phosphorus - 2008 : Greystone / Watnong Mtn tribs
- Total Maximum Daily Load Report for the Non-Tidal Passaic River Basin Addressing Phosphorus Impairments - Total Phosphorus - 2008 : Malapardis Brook
- Total Maximum Daily Load Report for the Non-Tidal Passaic River Basin Addressing Phosphorus Impairments - Total Phosphorus - 2008 : Rockaway R (Boonton dam to Stony Brook)
- Total Maximum Daily Load Report for the Non-Tidal Passaic River Basin Addressing Phosphorus Impairments - Total Phosphorus - 2008 : Rockaway R (Passaic R to Boonton dam)
- Total Maximum Daily Load Report for the Non-Tidal Passaic River Basin Addressing Phosphorus Impairments - Total Phosphorus - 2008 : Troy Brook (above Reynolds Ave)
- Total Maximum Daily Load Report for the Non-Tidal Passaic River Basin Addressing Phosphorus Impairments - Total Phosphorus - 2008 : Troy Brook (below Reynolds Ave)
- Total Maximum Daily Load Report for the Non-Tidal Passaic River Basin Addressing Phosphorus Impairments - Total Phosphorus - 2008 : Whippany R (Rockaway R to Malapardis Bk)
- Total Maximum Daily Load Report for the Non-Tidal Passaic River Basin Addressing Phosphorus Impairments - Total Phosphorus - 2008 : Whippany R(Lk Pocahontas to Wash Val Rd)

Applicable Lake TMDL(s)
- Total Maximum Daily Loads for Pathogens to Address 25 Lakes in the Northeast Water Region - Fecal Coliform - 2007 : Indian Lake
- Total Maximum Daily Loads for Pathogens to Address 25 Lakes in the Northeast Water Region - Fecal Coliform - 2007 : Intervale Lake
- Total Maximum Daily Loads for Pathogens to Address 25 Lakes in the Northeast Water Region - Fecal Coliform - 2007 : Parsippany Lake
- Total Maximum Daily Loads for Pathogens to Address 25 Lakes in the Northeast Water Region - Fecal Coliform - 2007 : Powder Mill Pond
- Total Maximum Daily Loads for Pathogens to Address 25 Lakes in the Northeast Water Region - Fecal Coliform - 2007 : Rainbow Lakes

Applicable Shellfish TMDL(s)
- None

2. Describe how the permittee uses TMDL information to prioritize stormwater facilities maintenance projects and to address specific sources of stormwater pollutants.

The land disturbance activity that occurs during stormwater facility maintenance projects will have all soil erosion and sediment protection measures put in place so that stormwater flow does not contribute to the parameters within the TMDL reports. Special prioritization is not necessary as long as precautionary measures are taken.

SPPP Form 15 – Optional Measures

All records must be available upon request by NJDEP.

1. Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution.
N/A
2. Has the permittee adopted a Refuse Container/Dumpster Ordinance?
Yes