

**PART I**  
**NARRATIVE REQUIREMENTS:**  
**Tier A Municipal Stormwater General Permit**

**A. Authorization Under this Permit**

**1. Permit Area**

- a. This permit applies to all areas of the State of New Jersey.

**2. Eligibility**

- a. This permit may authorize all new and existing stormwater discharges to surface water and groundwater from small municipal separate storm sewer systems (MS4s) owned or operated by municipalities assigned to Tier A under N.J.A.C. 7:14A-25.3(a)1 (Tier A Municipalities), except as provided in A.5 below.
- b. On a case-by-case basis, the Department may use this permit to authorize new and existing stormwater discharges to surface water and groundwater from small MS4s (or portions of small MS4s) owned or operated by Tier B Municipalities. As used in this permit, the term "Tier A Municipality" includes Tier B Municipalities that seek or obtain authorization pursuant to this provision of this permit.
- c. The permit authorizes the following new and existing non-stormwater discharges from small MS4s owned or operated by Tier A Municipalities:
- i. Water line flushing and discharges from potable water sources
  - 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)
  - iv. Irrigation water (including landscape and lawn watering runoff)
  - v. Flows from springs, riparian habitats and wetlands, water reservoir discharges and diverted spring flows
  - vi. Residential car washing water, and residential swimming pool discharges
  - vii. Sidewalk, driveway and street wash water
  - viii. Flows from fire fighting activities
- d. If any of the discharges listed in 2.c above are identified by the 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 I, Section F of this permit

**3. Authorization**

- a. In order to obtain authorization under this permit (except for automatic renewal of authorization under A.4 below) a complete Request for Authorization (RFA) shall be submitted in accordance with the requirements of this permit. Upon review of the RFA, the Department may, in accordance with N.J.A.C. 7:14A-6.13, either:

- i. Issue notification of authorization under this permit, in which case, authorization is deemed effective the first day of the following month of the date of the notification of authorization;
  - 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.
- b. For discharges from a small MS4 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 the NJPDES permit or listed and quantified in the NJPDES application or RFA shall not constitute a violation of the permit.
- c. Authorization under this permit shall cease to be effective under N.J.A.C. 7:14A-6.13 (f),(h),(j) and (o), where applicable.

#### 4. Automatic Renewal of Authorization

- a. Authorization under this permit will be automatically renewed when this general permit is reissued as provided by N.J.A.C. 7:14A-6.13(d)9 and 25.4(a)3 so long as the discharge authorized under the general permit continues to be eligible. The Department shall issue a notice of renewed authorization to the Tier A Municipality.
- b. If the Tier A Municipality is aware of any information in the most recently submitted RFA that is no longer true, accurate, and/or complete, the Tier A Municipality shall provide the correct information to the Department within 90 days of the effective renewal authorization notice.

#### 5. Stormwater Discharges Not Authorized

- a. This permit does not authorize “stormwater discharge associated with industrial activity” as defined in N.J.A.C. 7:14A-1.2. Types of facilities that a Tier A Municipality may operate and that are considered to be engaging in “industrial activity” include but are not limited to certain landfills and recycling facilities, certain transportation facilities (including certain local passenger transit and air transportation facilities), certain facilities handling domestic sewage or sewage sludge, steam electric power generating facilities, and construction activity that disturbs five acres or more (see N.J.A.C. 7:14A-1.2 for the full definition of “stormwater discharge associated with industrial activity”). 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. An RFA submitted for the Tier A Municipal Stormwater General Permit does not qualify as an RFA for such a discharge.
  - i. Deadlines to apply for a NJPDES permit for “stormwater discharge associated with industrial activity” are set forth in N.J.A.C. 7:14A-24.4(a)1. If such a discharge is from a facility (other than an airport, powerplant, or uncontrolled sanitary landfill) that is owned or operated by a municipality with a population of less than 100,000, the municipality shall submit the RFA or individual permit application by March 10, 2003 or [insert the date 30 days from the effective date of N.J.A.C. 7:14A-24], whichever is later. If such a discharge

is from any other industrial facility, N.J.A.C. 7:14A-24.4(a)1 specifies earlier deadlines to apply.

- b. This permit does not authorize “stormwater discharge associated with small construction activity” as defined in N.J.A.C. 7:14A-1.2. In general, this is the discharge to surface water of stormwater from construction activity that disturbs at least one but less than five acres (see N.J.A.C. 7:14A-1.2 for the full definition). Any municipality that operates a construction site with such a discharge must submit a separate RFA or individual permit application for that discharge. An RFA submitted for the Tier A Municipal Stormwater General Permit does not qualify as an RFA for such a discharge.
- c. This permit does not authorize any stormwater discharge that is authorized under another NJPDES permit.
- d. This permit does not authorize stormwater discharges from projects or activities that conflict with an adopted WQM plan.

## B. Requests for Authorization Requirements

### 1. Deadline for Requesting Authorization for an Existing Discharge

- a. An RFA for the existing discharges from the small MS4 owned or operated by a Tier A Municipality must be submitted to the Department on or before March 10, 2003 or 30 days after the effective date of N.J.A.C. 7:14A-24 and 25, whichever is later, except as provided below.
  - i. If a municipality receives notice from the Department that it has been reassigned from Tier B to Tier A, or that a special designation is made under N.J.A.C. 7:14A-25.2(a)4, the deadline to submit an RFA is 180 days after the receipt of that notice, unless the Department approves a later date.
  - ii. The Department may, in its discretion, accept an RFA submitted after the foregoing deadline; however, the municipality may still be held liable for violating the deadline to apply in accordance with N.J.A.C. 7:14A-25.4 and for discharging pollutants without a valid NJPDES permit in accordance with N.J.A.C. 7:14A-2.1(d).

### 2. Deadline for Requesting Authorization for a New Discharge

- a. An RFA for discharges from a new small MS4 owned or operated by a Tier A Municipality must be submitted to the Department at least ninety (90) days prior to the operation of the new MS4 system.
  - i. A Tier A Municipality that already has authorization to discharge from a small MS4 under the Tier A Municipal Stormwater Permit does not need to submit an additional RFA for the expansion of an existing small MS4.
  - ii. A new small MS4 is a small MS4 that did not exist on the effective date of this permit and results in a new discharge to surface or ground waters of the state.

### 3. Requesting Authorization

- a. A separate RFA shall be submitted by each Tier A Municipality applying for authorization under this permit.

b. A single RFA is required for the entire stormwater 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 facilities, garages, and/or offices).

#### 4. Contents of the Request for Authorization

a. A completed RFA shall include all of the following information regarding the Tier A Municipality and shall be completed using the Department's RFA form:

- i. The name of the municipality that operates the small MS4, county it is located in, and the address of the main municipal office (e.g., city hall, town hall, or municipal building).
- ii. The name and mailing address of a duly authorized representative of the municipality who will submit any reports or certifications required by the permit and to whom the Department shall send all correspondence concerning the permit.
- iii. A certification acknowledging the best management practices and measurable goals specified in the permit.
- iv. Additional information may be required by the Department to be included as part of the RFA if the Department determines that such additional information (including other data, reports, specifications, plans, permits, or other information) is reasonably necessary to determine whether to authorize the discharge under this permit.

#### 5. Where to Submit

a. A completed and signed RFA shall be submitted to the Department at the address specified on the Department's RFA form.

### C. Definitions

#### 1. The following definitions apply to this permit.

- a. "EDPA" means Effective Date of Permit Authorization.
- b. "Illicit connection" means any physical or non-physical connection that discharges the following to a municipal separate storm sewer system, unless that discharge is authorized under a NJPDES permit other than the NJPDES permit for discharges from that system (non-physical connections may include, but are not limited to, leaks, flows, or overflows into the municipal separate storm sewer system):
  - 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 the Tier A Municipality identifies as a source or significant contributor of pollutants pursuant to 40 C.F.R. 122.34(b)(3)(iii).
- c. "MS4" means a municipal separate storm sewer system.

d. “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.

e. “Municipal separate storm sewer” means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains):

- i. Owned or operated by the United States, an interstate agency, a State, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe organization, or a designated and approved management agency under section 208 of the CWA that discharges to surface water or groundwater;
- ii. Designed and used for collecting or conveying stormwater;
- iii. Which is not a combined sewer;
- iv. Which is not part of a POTW; and
- v. Which is not either of the following:
  - A separate storm sewer(s) that is at an industrial facility, and that collects or conveys stormwater discharges associated with industrial activity that occurs at that facility; or
  - A separate storm sewer(s) that is at a construction site, and that collects or conveys stormwater discharges associated with small construction activity that occurs at that site.

f. “Small municipal separate storm sewer system” or “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; or
- 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;
- iv. Owned or operated by county, State, interstate, or Federal agencies, and receive special designation under N.J.A.C. 7:14A-25.2(a)4.

g. “Stormwater” means water resulting from precipitation (including rain and snow) that runs off the land’s surface, is transmitted to the subsurface, or is captured by separate storm sewers or other sewerage or drainage facilities.

#### D. Special Conditions

## 1. Sharing of Responsibilities

a. A Tier A Municipality may rely on another governmental or private entity (for example, a watershed association) to satisfy the municipality's NJPDES permit obligations to implement one or more control measures (or components (s) thereof) pursuant to N.J.A.C. 7:14A-25.7(a) if:

i. The other entity, in fact, implements the measure(s), or component(s) thereof;

ii. The particular measure(s), or component(s) thereof, is at least as stringent 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, on the Tier A Municipality's behalf. The municipality is responsible for compliance with this permit if the other entity fails to implement the measure(s), or component(s) thereof. In the annual reports the municipality must submit under Part I, Section H.3, the municipality shall specify that it is relying on another entity to satisfy some of the Tier A Municipality's NJPDES permit obligations.

iv. If the municipality is relying on another entity regulated under the NJPDES permit program to satisfy all of that Tier A Municipality's NJPDES permit obligations, including that municipality's obligation to file these annual reports, the municipality shall notify the Department of this reliance in writing, and shall also note this reliance in the municipality's SPPP.

## E. Stormwater Program and Stormwater Pollution Prevention Plan

### 1. Stormwater Program

a. Tier A Municipalities are required to develop, implement, and enforce a stormwater program. This program shall be designed to reduce the discharge of pollutants from the municipality's small MS4 to the maximum extent practicable, to protect water quality, and to satisfy the appropriate water quality requirements of the Federal Act and the State Act by including the Statewide Basic Requirements (SBRs) set forth in Part I, Section F and any Additional Measures (AMs) required under Part I, Section G below. At the municipality's discretion, the stormwater program may also include Optional Measures (OMs) also in accordance with Part I, Section G below.

### 2. Stormwater Pollution Prevention Plan (SPPP)

a. Tier A Municipalities shall prepare and implement a written Stormwater Pollution Prevention Plan (SPPP) that describes the Tier A Municipality's stormwater program and serves as the mechanism for the implementation of the Statewide Basic Requirements. The SPPP must address stormwater quality issues related to new development, redevelopment and existing development. The SPPP shall be prepared and implemented in accordance with the deadlines specified in Part I, Section H. The SPPP shall include, at a minimum, all of the information and items identified in Attachment A.

- i. The SPPP shall be signed, dated and retained by the authorized representative of the Tier A Municipality.
- b. SPPPs may be amended so long as they continue to meet the requirements of this permit. Any amended SPPPs shall be signed, dated, implemented, retained, and otherwise treated in the same manner as the original SPPP. The Tier A Municipality shall retain each previous SPPP for a period of at least five years from the date of that previous SPPP. This period may be extended by written request of the Department at any time.

F. Statewide Basic Requirements (SBRs)

1. Stormwater quality issues related to new development, redevelopment and existing development are to be addressed through the implementation of the following Statewide Basic Requirements (SBRs). The permit specifies the BMPs that will be implemented for those SBRs. These SBRs and related BMPs are to be detailed in the municipality's SPPP.
  - a. Additional information is provided and each of the SBRs and related BMPs are described in more detail in the Department's Tier A Municipal Stormwater Permit Guidance Document.
2. Public Notice
  - a. Minimum Standard - Tier A Municipalities shall comply with applicable State and local public notice requirements when providing for public participation in the development and implementation of the Tier A Municipality's stormwater program.
  - b. Measurable Goal - Tier A Municipalities shall certify annually that all applicable State and local public notice requirements were followed.
  - c. Implementation – Upon the effective date of permit authorization (EDPA).
3. Post-Construction Stormwater Management in New Development and Redevelopment
  - a. Minimum Standard - To prevent or minimize water quality impacts, the Tier A Municipality shall develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects (including projects operated by the municipality itself) that disturb one acre or more, including projects less than one acre that are part of a larger common plan of development or sale, that discharge into the municipality's small MS4. The municipality shall in its post-construction program:
    - i. Adopt and reexamine a municipal stormwater management plan in accordance with N.J.A.C. 7:8.
    - ii. Adopt and implement a municipal stormwater control ordinance or ordinances in accordance with N.J.A.C. 7:8. The ordinance(s) will control stormwater from non-residential development and redevelopment projects.
    - iii. Ensure that any residential development and redevelopment projects that are subject to the Residential Site Improvement Standards for stormwater management (N.J.A.C. 5:21-7) comply with those standards.
    - iv. Where necessary to implement the municipal stormwater management plan, the municipal stormwater control ordinance(s) will also:

- Control aspects of residential development and redevelopment projects that are not pre-empted by the Residential Site Improvement Standards; and
  - 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.
- v. Ensure adequate long-term operation and maintenance of BMPs.
- vi. This post-construction program shall require compliance with standards set forth in Attachment C of the permit to control passage of solid and floatable materials through storm drain inlets. For purposes of this permit, “solid and floatable materials” means sediment, debris, trash, and other floating, suspended, or settleable solids.
- vii. This post-construction program shall also require compliance with the applicable design and performance standards established under N.J.A.C. 7:8 for major development, unless:
- Those standards do not apply because of a variance or exemption granted under N.J.A.C. 7:8; or
  - Alternative standards are applicable under a Water Quality Management Plan adopted in accordance with N.J.A.C. 7:15.
- b. Measurable Goal – Tier A Municipalities shall certify annually that that they have developed, implemented, and are actively enforcing a program to address stormwater runoff from new development and redevelopment projects that discharge into the Tier A Municipality’s small MS4 in accordance with the minimum standard.
- c. Implementation
- i. Upon the effective date of permit authorization, Tier A Municipalities shall for new development and redevelopment projects:
- Ensure that any residential development and redevelopment projects that are subject to the Residential Site Improvement Standards for stormwater management (N.J.A.C. 5:21-7) comply with those standards.
  - Ensure adequate long-term operation and maintenance of BMPs on property owned or operated by the municipality.
- ii. Within 12 months from the effective date of permit authorization, Tier A Municipalities shall:
- Adopt a municipal stormwater management plan pursuant to the Stormwater Management Rules (N.J.A.C. 7:8);
  - Comply with the standards set forth in Attachment C of the permit to control passage of solid and floatable materials through storm drain



inlets for storm drain inlets the municipality installs within the Tier A Municipality's small MS4.

iii. Within 12 months from the adoption of the municipal stormwater management plan, Tier A Municipalities shall adopt a stormwater control ordinance(s) to implement that plan, and shall submit the adopted municipal stormwater management plan and ordinance(s) to the appropriate county review agency for approval.

iv. Tier A Municipalities shall enforce stormwater control ordinance(s) when approved in accordance with N.J.A.C. 7:8.

v. Within 24 months from the effective date of permit authorization Tier A Municipalities shall:

- Ensure adequate long-term operation and maintenance of BMPs on property not owned or operated by the municipality;
- Require compliance with the standards set forth in Attachment C of the permit to control passage of solid and floatable materials through storm drain inlets for storm drain inlets not installed by the Tier A Municipality.

#### 4. Local Public Education

##### a. Local Public Education Program

i. Minimum Standard – The Local Public Education Program shall incorporate all SBRs that contain an educational message (listed below) into one cohesive package. The Local Public Education Program shall describe how the Tier A Municipality will distribute educational information and specifics on how educational activities will be conducted to satisfy this minimum standard. The following SBRs topics shall be included in the Local Public Education Program: Stormwater/Nonpoint Source Education, Fertilizer/Pesticide Education, Waste Disposal Education, Pet Waste Ordinance, Litter Ordinance, Improper Waste Disposal Ordinance, Wildlife Feeding Ordinance, and Yard Waste.

- To satisfy the requirement to distribute educational material, Tier A Municipalities shall conduct annual mailings of information sheets to residents and businesses within the municipality. The information sheets may be combined as one mailing, a combination of mailings, or individual mailings, which may be made throughout the year and in any form (e.g., calendars, brochures, sheets, booklets) as long as all required topics are covered.
- As part of this program, Tier A Municipalities shall also conduct each year, at minimum, one education effort in the form of an "event". An event may be an activity established primarily to satisfy this requirement or may be part of a bigger existing event such as an Earth Day, fair, July 4<sup>th</sup> activity or celebration. During this event, educational materials shall be distributed and presentations and/or seminars shall be held.

- ii. Measurable Goal - Tier A Municipalities shall certify annually that they have met the Local Public Education Program minimum standard and shall provide the date that the annual event was held and a description of the event.
  - iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall comply with the Local Public Education Program minimum standard.
- b. Stormwater/Nonpoint Source Education
  - i. Minimum Standard - Tier A Municipalities, as part of a Local Public Education Program, shall distribute information to residents and businesses within the municipality regarding the impact of stormwater discharges on surface and ground waters of the state and steps that the public can take to reduce pollutants in stormwater runoff.
  - ii. Measurable Goal - Tier A Municipalities shall certify annually that they have met the Stormwater/Nonpoint Source Education minimum standard.
  - iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall comply with the Stormwater/Nonpoint Source Education minimum standard.
- c. Storm Drain Labeling
  - i. Minimum Standard - Tier A Municipalities shall establish a storm drain labeling program and label all storm drains operated by the municipality. The program shall determine the number of those storm drains, establish a schedule for the labeling that conforms with the implementation schedule below, develop a long term maintenance plan, and when possible, coordinate efforts with watershed groups and volunteer organizations.
  - ii. Measurable Goal - Tier A Municipalities shall certify annually that a storm sewer labeling program has been developed and shall identify the number of storm sewers labeled within the year and the percentage of all storm sewers labeled within the municipality.
  - iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall develop a storm drain labeling program. Beginning 12 months from the effective date of permit authorization, Tier A Municipalities shall begin labeling storm drains. A minimum of 25% of the storm drains shall be labeled within 24 months from the effective date of permit authorization; a minimum of 50% of the storm drains shall be labeled within 36 months from the effective date of permit authorization; a minimum of 75% of the storm drains shall be labeled within 48 months from the effective date of permit authorization; all storm drains shall be labeled on or before 60 months from effective date of permit authorization.
- d. Fertilizer/Pesticide Education
  - i. Minimum Standard - Tier A Municipalities, as part of a Local Public Education Program, shall distribute information to residents and businesses within the municipality regarding the proper application, storage and disposal of

pesticides and fertilizers, and the benefits of using native or well adapted vegetation that requires little or no fertilization.

ii. Measurable Goal - Tier A Municipalities shall certify annually that that they have met the Fertilizer/Pesticide Education minimum standard.

iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall have fully implemented the Fertilizer/Pesticide Education minimum standard.

e. Waste Disposal Education

i. Minimum Standard - Tier A Municipalities, as part of a Local Public Education Program, shall distribute information to residents and businesses within the municipality regarding the identification, proper handling and proper disposal of wastes (including the locations of hazardous waste collection facilities in the area) and the hazards associated with illicit connections and improper disposal of waste.

ii. Measurable Goal – Tier A Municipalities shall certify annually that that they have met the Waste Disposal Education minimum standard.

iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall have fully implemented the Waste Disposal Education minimum standard.

5. Improper Disposal of Waste

a. Pet Waste Ordinance

i. Minimum Standard - Tier A Municipalities shall adopt and enforce an ordinance that requires pet owners to properly dispose of their pet's solid waste. Tier A Municipalities, as part of a Local Public Education Program, shall distribute information to residents and businesses within the municipality regarding the pet waste ordinance and the benefits of proper disposal of pet waste. The informational material shall also be shall be distributed with pet licenses.

ii. Measurable Goal - Tier A Municipalities shall certify annually that that they have met the Pet Waste Ordinance minimum standard.

iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall have fully implemented the Pet Waste Ordinance minimum standard.

b. Litter Ordinance

i. Minimum Standard - Tier A Municipalities shall adopt and enforce a litter ordinance or enforce the existing State litter statute (N.J.S.A 13:1E-99.3) and, as part of a Local Public Education Program, distribute information to residents and businesses within the municipality regarding litter control and fines associated with littering.

ii. Measurable Goal - Tier A Municipalities shall certify annually that that they have met the Litter Ordinance minimum standard.

iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall have fully implemented the Litter Ordinance minimum standard.

c. Improper Waste Disposal Ordinance

i. Minimum Standard - Tier A Municipalities shall adopt and enforce an ordinance prohibiting the improper spilling, dumping, or disposal of materials other than stormwater into the small MS4 (excluding those authorized in Part I, Section A.2.c). Tier A Municipalities, as part of a Local Public Education Program, shall distribute information to residents and businesses within the municipality regarding the Improper Waste Disposal Ordinance.

ii. Measurable Goal - Tier A Municipalities shall certify annually that that they have met the Improper Waste Disposal Ordinance minimum standard.

iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall have fully implemented the Improper Waste Disposal Ordinance minimum standard.

d. Wildlife Feeding Ordinance

i. Minimum Standard - Tier A Municipalities shall adopt and enforce an ordinance that prohibits the feeding in any public park or on any other property owned or operated by the Tier A Municipality of any wildlife (excluding confined animals, for example, wildlife confined in zoos, parks, or rehabilitation centers). Tier A Municipalities, as part of a Local Public Education Program, shall distribute information to residents and businesses within the municipality regarding the wildlife feeding prohibition.

ii. Measurable Goal - Tier A Municipalities shall certify annually that that they have met the Wildlife Feeding Ordinance minimum standard.

iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall have fully implemented the Wildlife Feeding Ordinance minimum standard.

e. Yard Waste Ordinance / Collection Program

i. Minimum Standard - Tier A Municipalities shall either adopt and enforce an ordinance that prohibits placing yard wastes in the street or shall develop a yard waste collection and disposal program. The yard waste collection program shall include monthly yard waste pickups from October through December, once in the spring ("spring clean-up"), and on an "as needed" basis for the rest of the year. The frequency of the "as needed" pickups shall be determined at the discretion of the Tier A Municipality. Any area, which the municipality determines to have no yard waste, will be exempt from the collections. All yard wastes may be placed at the curb one week prior to the collection and can be placed no closer than 10 feet from any storm sewer inlet, unless they are bagged or otherwise containerized. In addition, Tier A Municipalities as part of a Local Public Education Program, shall distribute information to residents and businesses within the municipality regarding home composting and yard waste recycling.

- ii. Measurable Goal - Tier A Municipalities shall certify annually that that they have met the Yard Waste minimum standard.
- iii. Implementation – Within 12 months from the effective date of permit authorization, Tier A Municipalities shall have fully implemented the Yard Waste minimum standard.

6. Illicit Connection Elimination and MS4 Outfall Pipe Mapping

a. Minimum Standard

- i. Storm Sewer Outfall Pipe Mapping – Tier A Municipalities must develop a map showing the location of the end of all MS4 outfall pipes that are operated by the Tier A Municipality, and that discharge within the Tier A Municipality's jurisdiction to a surface water body (e.g., a lake, ocean, or stream including an intermittent stream). This map shall also show the location (and name, where known to the Tier A Municipality) of all surface water bodies receiving discharges from those outfall pipes. Each outfall pipe mapped shall be given an individual alphanumeric identifier, which shall be noted on the map. The Tier A Municipality shall submit a copy of this map to the Department upon request. The Tier A Municipality shall map the outfalls on a tax map prepared in accordance with Title 18, Chapter 23A of the New Jersey Administrative Code or on another map drawn to equal or larger (more detailed) scale. A municipality regulated under the Sewage Infrastructure Improvement Act (SIIA) regulations (N.J.A.C. 7:22A) may use a preliminary or final map prepared pursuant to those regulations.
- ii. Ordinance Prohibiting Illicit Connections - Each Tier A Municipality shall, to the extent allowable under State law, effectively prohibit through ordinance, illicit connections to the Tier A Municipality's small MS4, and implement appropriate enforcement procedures and actions.
- iii. Illicit Connection Elimination Program - Each Tier A Municipality must develop and implement a program to detect and eliminate illicit connections into the Tier A Municipality's small MS4. The program, at minimum, must include an initial physical inspection of all its outfall pipes. All outfall pipes that are found to have dry weather flow are to be further investigated.

The inspections of outfall pipes and investigations of dry weather flows are to be conducted in accordance with the procedures for detecting, investigating, and eliminating illicit connections contained in Attachment B of the permit. Results of the inspections of outfall pipes and dry weather flows are to be recorded on the Department's Illicit Connection Inspection Report form. Inspection reports for dry weather flows discovered as a result of initial physical inspections or as part of the ongoing program must be submitted to the Department with the annual certification. If the dry weather flow is intermittent the Tier A Municipality must perform, at minimum, three (3) additional investigations in an attempt to locate the illicit connection. If an illicit connection cannot be located or is found to emanate from an adjacent MS4 operated by a separate entity, Tier A Municipalities must submit to the Department a written explanation detailing the results of the investigation. The Department will determine if such measures

were adequate and will notify the Tier A Municipality of the determination. All illicit connections found must be eliminated within six (6) months of the discovery.

After the completion of the initial physical inspection of all outfall pipes, Tier A Municipalities must maintain an ongoing program to detect and eliminate illicit connections. The ongoing program will respond to complaints and reports of illicit connections, including those from operating entities of interconnected small MS4s, and continue to investigate dry weather flows discovered during routine inspections and maintenance of the small MS4.

b. Measurable Goal

- i. Tier A Municipalities shall certify annually that an outfall pipe map has been completed or is being prepared in accordance with permit conditions and shall report the number of outfall pipes mapped within the year being reported and the total number of outfall pipes mapped to date.
- ii. Tier A Municipalities shall submit an annual certification to the Department certifying that an ordinance prohibiting illicit connections is in place and is being actively enforced.
- iii. Tier A Municipalities shall certify annually that an illicit connection elimination program has been developed in accordance with permit conditions to detect and eliminate illicit connections into the Tier A Municipalities' small MS4. Annual certifications shall also include the number of outfalls physically inspected, the number of outfalls found to have dry weather flow, the number of illicit connections found and the number of illicit connections eliminated. Copies of inspection reports shall be submitted with the annual certification for those outfalls found to have dry weather flow.

c. Implementation

- i. Storm Sewer Outfall Pipe Mapping – Tier A Municipalities shall divide the municipality into four (4) quadrants for the purposes of implementing outfall mapping. A diagram of the municipality indicating the four (4) quadrants shall be part of the Tier A Municipality's SPPP. Tier A Municipalities shall map the location of the end of all small MS4 outfall pipes in accordance with the minimum standard and in accordance with the following schedule:

At a minimum, outfall pipes located within the 1st quadrant shall be mapped within 24 months from the effective date of permit authorization (EDPA); outfall pipes located within the 2nd quadrant shall be mapped within 36 months from the EDPA; outfall pipes located within the 3rd quadrant shall be mapped within 48 months from the EDPA; and all small MS4 outfall pipes shall be mapped on or before 60 months from EDPA.

- ii. Ordinance Prohibiting Illicit Connections - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall effectively prohibit through ordinance, illicit connections to the Tier A Municipality's small MS4, and implement appropriate enforcement procedures and actions.

iii. Illicit Connection Elimination Program - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall develop a program to detect and eliminate illicit connections into the Tier A Municipality's small MS4. Tier A Municipalities shall perform an initial physical inspection of all outfall pipes using the Department's Illicit Connection Inspection Report form within 60 months from the EDPA.

## 7. Solids and Floatable Controls

### a. Street Sweeping

i. Minimum Standard - Tier A Municipalities shall sweep all municipally owned or operated curbed streets (including roads or highways with storm drains that have a posted speed limit of 35 mph or less, excluding all entrance and exit ramps) in predominantly commercial and/or industrial areas at minimum, once per month. Tier A Municipalities shall also sweep such streets after each storm where deicing materials have been applied within one week of complete snowmelt, and within one week of any leaf collection. Sweeping after such a storm or leaf collection satisfies the minimum monthly sweeping requirement.

ii. Measurable Goal - Tier A Municipalities shall certify annually that they have met the Street Sweeping minimum standard. Tier A Municipalities must maintain records including the date and areas swept, number of miles of streets swept and the total amount of materials collected. Information shall be reported to the Department in the annual report and certification.

iii. Implementation - Within 12 months of effective date of permit authorization Tier A Municipalities shall develop and implement a street sweeping plan that meets the minimum standard above.

### b. Storm Drain Inlets

i. Minimum Standard - Retrofitting of existing storm drain inlets to meet the standard contained in Attachment C of the permit is required where such inlets are in direct contact with repaving, repairing, reconstruction or alterations of facilities owned or operated by the Tier A Municipality. For exemptions to this standard, refer to "Conditions Where Standard Does Not Apply" in Attachment C.

ii. Measurable Goal - Tier A Municipalities shall certify annually that such storm drain inlets have been retrofitted to meet the minimum standard contained in Attachment C, unless otherwise exempted.

iii. Implementation - Within 12 months of effective date of permit authorization and thereafter, Tier A Municipalities shall retrofit all such storm drain inlets in accordance with the Storm Drainage Inlets minimum standard.

### c. Stormwater Facility Maintenance

i. Minimum Standard - Tier A Municipalities shall develop and implement a stormwater facility maintenance program for cleaning and maintenance of all stormwater facilities operated by the Tier A Municipality. Stormwater facilities include, but are not limited to: catch basins, detention basins, filter strips,

riparian buffers, infiltration trenches, sand filters, constructed wetlands, wet basins, bioretention systems, low flow bypasses, and storm water conveyances. The stormwater facility maintenance must be performed as required to ensure the proper function and operation of the stormwater facility. Tier A Municipalities shall also clean all catch basins annually to remove accumulated sediment, trash and debris.

ii. Measurable Goal - Tier A Municipalities shall certify annually that all stormwater facilities are properly functioning and that all catch basins have been cleaned in accordance with the minimum standard. If stormwater facilities were found not to be functioning properly and repairs were not made, a schedule for such repairs shall be included in the annual report and certification. Tier A Municipalities shall also maintain records of inspections, maintenance and repairs that were performed which shall be reported in the annual report and certification.

iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall have fully implemented a stormwater facility maintenance program in accordance with the minimum standard.

d. Road Erosion Control Maintenance

i. Minimum Standard - Tier A Municipalities shall develop a roadside erosion control maintenance program to identify and repair erosion along streets (including roads or highways) operated by the municipality. Tier A Municipalities are also required to regularly inspect and maintain the stability of shoulders, embankments, ditches and soils along these streets to ensure that they are not eroding and contributing to sedimentation of receiving waters. Repairs shall be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey (N.J.A.C. 2:90-1).

ii. Measurable Goal - Tier A Municipalities shall certify annually that they have developed and are implementing a Roadside Erosion Control Maintenance program. The certification shall also indicate the locations of all problem areas corrected and any maintenance done during that year. The dates of all inspections and employee training sessions shall also be reported in the annual report and certification.

iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall comply with the Roadside Erosion Control Maintenance minimum standard.

e. Outfall Pipe Stream Scouring Remediation

i. Minimum Standard - Tier A Municipalities shall develop and implement a stormwater outfall pipe scouring detection, remediation and maintenance program to detect and control localized stream and stream bank scouring in the vicinity of outfall pipes operated by the municipality. This program shall identify all areas where localized stream and bank scouring occurs as a result of stormwater discharges from the Tier A Municipality's MS4. These areas shall then be prioritized and repairs shall be scheduled and completed. Repairs 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).

ii. Measurable Goal - Tier A Municipalities shall certify annually that that they have met the Outfall Pipe Stream Scouring Remediation minimum standard. In addition, the Tier A Municipality shall list the location of outfall scouring identified, the dates control measures are to begin, and the dates any control measures were completed.

iii. Implementation - Within 12 months of the effective date of permit authorization, Tier A Municipalities must develop and begin implementing an outfall pipe stream scouring detection, remediation and maintenance program. This program shall identify and prioritize all stormwater outfall pipes needing repairs, and then schedule and complete the repairs.

8. Maintenance Yard Operations (including Ancillary Operations)

a. De-icing Material Storage

i. Minimum Standard - Tier A Municipalities must construct a permanent structure (a permanent building or permanent structure that is anchored to a permanent foundation, and that is completely roofed and walled) for the storage of salt, and other deicing materials. Once completed, Tier A Municipalities shall perform regular maintenance and inspections of the permanent structure. Seasonal tarping shall be used as an interim BMP until the permanent structure is completed. Sand may be stored outside and uncovered if a 50-foot setback is maintained from storm sewer inlets, ditches or other stormwater conveyance channels, and surface water bodies.

ii. Measurable Goal - Tier A Municipalities shall certify annually that that they have met the De-icing Material Storage minimum standard.

iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities shall implement the interim seasonal tarping BMP. Within 12 months of the effective date of permit authorization, Tier A Municipalities will comply with the 50-foot buffer requirement for the outside storage of sand. Within 36 months from the effective date of permit authorization Tier A Municipalities shall store all salt and deicing materials in a permanent structure.

b. Fueling Operations

i. Minimum Standard - Tier A Municipalities must develop and implement standard operating procedures for vehicle fueling, receiving of bulk fuel deliveries at maintenance yard operations, and develop and implement a program for the inspection and maintenance of storage tanks, associated piping, and fuel pumps. The standard operating procedure and inspection/maintenance program shall incorporate the required practices listed in Attachment D.

ii. Measurable Goal - Tier A Municipalities must certify annually that there is a vehicle fueling and bulk receiving standard operating procedure in place and that regular inspections and maintenance are being performed.

iii. Implementation - Within 12 months of the effective date of permit authorization, Tier A Municipalities must implement the required standard operating procedures for fueling operations and begin the inspection/maintenance program.

c. Vehicle Maintenance

i. Minimum Standard - Tier A Municipalities shall develop and implement a standard operating procedure (SOP) for vehicle maintenance and repair activities that occur at municipal maintenance yard operations. The SOP shall include the required practices listed in Attachment D. The SOP shall include regular inspections of all maintenance areas and activities.

ii. Measurable Goal - Tier A Municipalities must certify annually that there is a vehicle maintenance standard operating procedure in place and that regular inspections and maintenance are being performed.

iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities must implement the Vehicle Maintenance minimum standard.

d. Equipment and Vehicle Washing

i. Minimum Standard - Tier A Municipalities must eliminate the unpermitted discharge of equipment and vehicle wash wastewater to the waters of the state from municipal maintenance facilities by installing a vehicle wash reclaim system, capturing and hauling the wastewater for proper disposal, connecting to sanitary sewer (where applicable and approved by local authorities), ceasing the activity or applying for a separate NJPDES permit.

ii. Measurable Goal - After implementation, Tier A Municipalities must certify annually that there is no unpermitted discharge from vehicle and equipment washing activities at their maintenance facilities and describe the BMP option implemented at each of the locations where vehicle and equipment washing activities occur.

iii. Implementation - Within 12 months from the effective date of permit authorization, the Tier A Municipality will identify if they have an unpermitted discharge from equipment and vehicle washing and the BMP option to be implemented. If the Tier A Municipality chooses to cease the discharge, it must do so immediately. If the Tier A Municipality chooses to submit a NJPDES permit application for the discharge of equipment and vehicle wash wastewater, the application must be submitted to the Department within 15 months from the effective date of permit authorization. Within 36 months from the effective date of permit authorization the Tier A Municipality shall have the BMP option operational and shall have no unpermitted discharge of equipment and vehicle wash wastewater to the waters of the State.

iv. Exceptions – The rinsing of the following equipment with clean water is permitted:

- Beach maintenance equipment immediately following their use for their intended purposes; and

- Equipment used in the application of salt and deicing materials immediately following salt and deicing material applications. Prior to rinsing with clean water, all residual salt and deicing materials must be removed from equipment and vehicles to the maximum extent practicable using dry cleaning methods (e.g., shoveling and sweeping). Recovered materials are to be returned to storage for reuse or properly discarded.

Rinsing of equipment in the above situations is limited to exterior, undercarriage, and exposed parts and does not apply to engines or other enclosed machinery.

e. Good Housekeeping Practices

- i. Minimum Standard - Tier A Municipalities must implement good housekeeping procedures including, but not limited to, the required practices listed in Attachment D at municipal maintenance yard operations (including ancillary operations).
- ii. Measurable Goal - Tier A Municipalities must certify annually that they have met the Good Housekeeping Practices minimum standard.
- iii. Implementation - Within 12 months from the effective date of permit authorization, Tier A Municipalities must comply with the Good Housekeeping Practices minimum standard.

9. Employee Training

- a. Minimum Standard - Tier A Municipalities shall develop and conduct an annual employee training program for appropriate employees and appropriate topics. At a minimum, annual employee training will include the following topics:
  - i. Waste Disposal Education – Training shall include how to respond to inquiries regarding proper waste disposal.
  - ii. Municipal Ordinances – Training shall include an overview of the Pet Waste Ordinance, Litter Ordinance, Illicit Connection Ordinance and Improper Waste Disposal Ordinance, their requirements, enforcement policy, and hazards associated with improper waste disposal.
  - iii. Yard Waste – Training shall include frequency of yard waste pick ups and schedule, policy for when yard waste can be placed curbside, and alternatives such as composting and recycling.
  - iv. Illicit Connection Elimination and Outfall Pipe Mapping – Training shall include information regarding the hazards associated with illicit connections and details of the program including investigation techniques, physical observations, field sampling, and mapping procedures.
  - v. Street Sweeping – Training shall include schedules and record keeping requirements.
  - vi. Stormwater Facility Maintenance - Training shall include catch basin cleaning schedules and record keeping requirements.

vii. Road Erosion Control and Outfall Pipe Stream Scouring Remediation – Training shall include identifying road erosion and outfall pipe scouring and repairs.

viii. Maintenance Yard Operations (including Ancillary Operations) – Training shall include de-icing material storage, fueling, vehicle maintenance, equipment/vehicle washing and good housekeeping SOPs.

b. Measurable Goal - Tier A Municipalities must certify annually the date of the annual employee training.

c. Implementation – Training shall begin 12 months from the effective date of permit authorization.

#### 10. Construction Site Stormwater Runoff Control

a. Pursuant to N.J.A.C. 7:14A-25.6(b)2 and 25.7(b), the Department is responsible for developing, implementing, and enforcing a NJPDES permit program to reduce pollutants in stormwater runoff to small MS4s from construction activities. The Tier A Municipality is not required to include this SBR in its stormwater program or discuss this SBR in its SPPP.

#### G. Additional Measures and Optional Measures

##### 1. Additional Measures

a. Additional Measures (AMs) are non-numeric or numeric effluent limitations that are expressly required to be included in the stormwater program by an adopted Water Quality Management Plan (WQM plan). AMs may modify or be in addition to SBRs. AMs may be required by a TMDL approved or established by USEPA, a regional stormwater management plan, or other elements of adopted WQM plans.

b. The Department will provide written notice of the adoption of an AM to each Tier A Municipality whose stormwater program will be affected, and will list each adopted AM in the permit by making a minor modification to the permit. The AMs, other than numeric effluent limitations, will specify the BMPs that must be implemented and the measurable goals for each BMP. The AMs will also specify time periods for implementation.

##### 2. Optional Measures

a. At the Tier A Municipality's discretion, the stormwater program may also include Optional Measures (OMs), which are BMPs that are not implemented for SBRs or AMs but that prevent or reduce the pollution of the waters of the State.

#### H. Deadlines and Certifications

##### 1. Stormwater Pollution Prevention Plan

a. Within twelve (12) months from the effective date of permit authorization, the Tier A Municipality shall prepare an SPPP and shall certify in the Annual Report and Certification the date it was completed and/or the status of its preparation.

b. The SPPP shall include, at a minimum, all of the information and items identified in Attachment A. The SPPP shall be signed and dated by the Tier A Municipality and retained at the facility.

## 2. Statewide Basic Requirements

a. Each SBR contained in Part I, Section F of the permit has a specific implementation schedule based on the effective date of permit authorization. Each SBR shall be implemented in accordance with that schedule. Tier A Municipalities shall certify in the Annual Report and Certification the status of the implementation of each SBR and the date implementation was completed, as appropriate.

i. The Department may grant a six-month extension to the deadlines contained in an implementation schedule for any of the SBRs if the Tier A Municipality submits a written request for such extension, at least 30 days prior to the deadline, establishing to the Department's satisfaction that the Federal, State and local permits and approvals necessary for the construction of best management practices could not with due diligence be obtained within the time period set forth in Section F above.

## 3. Annual Report and Certification

a. Tier A Municipalities shall complete an Annual Report (on a form provided by the Department) summarizing the status of compliance with this permit including measurable goals and the status of the implementation of each SBR contained in Part I, Section F of the permit. This report shall include a certification that the municipality is in compliance with its stormwater program, SPMP and this permit, except for any incidents of noncompliance. Any incidents of noncompliance with permit conditions shall be identified in the Annual Report and Certification. 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.

i. If there are incidents of noncompliance, the report shall identify the steps being taken to remedy the noncompliance and to prevent such incidents from recurring.

ii. The Annual Report and Certification shall be signed and dated by the Tier A Municipality, and shall be maintained for a period of at least five years. This period may be extended by written request of the Department at any time.

b. The Annual Report and Certification shall be submitted to the Department pursuant to the following submittal schedule:

i. Submit an Annual Report: on or before [insert the date 425 days from the effective date of the permit] and every 12 months thereafter.

## I. Standard Conditions

1. The following general conditions are incorporated by reference. The Tier A Municipality is required to comply with the regulations, which were in effect as of the effective date of the final permit.

- a. General Permits N.J.A.C. 7:14A-6.13
- b. Penalties for Violations N.J.A.C. 7:14-8.1 et seq.
- c. Incorporation by Reference N.J.A.C. 7:14A-2.3
- d. Toxic Pollutants N.J.A.C. 7:14A-6.2(a)4i
- e. Duty to Comply N.J.A.C. 7:14A-6.2(a)1 & 4
- f. Duty to Mitigate N.J.A.C. 7:14A-6.2(a)5 & 11

- g. Inspection and Entry N.J.A.C. 7:14A-2.11(e)
  - h. Enforcement Action N.J.A.C. 7:14A-2.9
  - i. Duty to Reapply N.J.A.C. 7:14A-4.2(e)3
  - j. Signatory Requirements for Applications and Reports N.J.A.C. 7:14A-4.9
  - k. Effect of Permit/Other Laws N.J.A.C. 7:14A-6.2(a)6 & 7 & 2.9(c)
  - l. Severability N.J.A.C. 7:14A-2.2
  - m. Administrative Continuation of Permits N.J.A.C. 7:14A-2.8
  - n. Permit Actions N.J.A.C. 7:14A-2.7(c)
  - o. Reopener Clause N.J.A.C. 7:14A-6.2(a)10, 16.4(b) & 25.7(b)
  - p. Permit Duration and Renewal N.J.A.C. 7:14A-2.7(a) & (b)
  - q. Consolidation of Permit Process N.J.A.C. 7:14A-15.5
  - r. Confidentiality N.J.A.C. 7:14A-18.2 & 2.11(g)
  - s. Fee Schedule N.J.A.C. 7:14A-3.1
  - t. UIC Corrective Action N.J.A.C. 7:14A-8.4
  - u. Additional Conditions Applicable to UIC Permits N.J.A.C. 7:14A-8.9
  - v. UIC Operating Criteria N.J.A.C. 7:14A-8.16
2. Operation And Maintenance
- a. Need to Halt or Reduce not a Defense N.J.A.C. 7:14A-2.9(b)
  - b. Proper Operation and Maintenance N.J.A.C. 7:14A-6.12
3. Monitoring And Records
- a. Monitoring N.J.A.C. 7:14A-6.5
  - b. Record keeping N.J.A.C. 7:14A-6.6
  - c. Signatory Requirements for Monitoring Reports N.J.A.C. 7:14A-6.9
4. Reporting Requirements
- a. Planned Changes N.J.A.C. 7:14A-6.7
  - b. Reporting of Monitoring Results N.J.A.C. 7:14A-6.8
  - c. Noncompliance Reporting N.J.A.C. 7:14A-6.10 & 6.8(h)
  - d. Hotline/Two Hour & Twenty-four Hour Reporting N.J.A.C. 7:14A-6.10(c) & (d)
  - e. Written Reporting N.J.A.C. 7:14A-6.10(e) & (f) & 6.8(h)
  - f. Duty to Provide Information N.J.A.C. 7:14A-2.11, 6.2(a)14 & 18.1
  - g. Compliance Schedules N.J.A.C. 7:14A-6.4
  - h. Transfer N.J.A.C. 7:14A-6.2(a)8 & 16.2
  - i. Copies of the NJPDES rules may be purchased by contacting:  
West Group  
St. Paul, Minnesota  
1-800-808-WEST

## J. Additional Conditions

### 1. Agency and Public Review

- a. The Tier A Municipality shall make the SPPP available upon request to an authorized representative of the Department and to the owner of and operating entity for any municipal separate storm sewer system that receives discharges from the Tier A Municipality's small MS4.
- b. Upon review by an authorized representative, 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 30 days after receiving such notification (unless otherwise specified by the Department), the SPPP shall be amended to adequately address all deficiencies, and written certification of such amendments shall be submitted to the Department.

c. Tier A Municipalities shall make records required by this permit, including its SPPP, available to the public at reasonable times during regular business hours (see N.J.A.C. 7:14A-18 for confidentiality provisions).

## 2. Other Laws

a. 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 the Pinelands rules (N.J.A.C. 7:50), N.J.A.C. 7:1E (Department rules entitled "Discharges of Petroleum and other Hazardous Substances"), and all 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.

## 3. Operations and Maintenance Manual

a. In accordance with N.J.A.C. 7:14A-6.12(c), for a discharge authorized by this permit, the Tier A Municipality is exempt from the requirement to prepare an operations and maintenance manual.

## **Attachment A**

### **CONTENTS OF THE STORMWATER POLLUTION PREVENTION PLAN**

#### **A. SPPP Team**

1. The Stormwater Pollution Prevention Plan (SPPP) shall identify the person or persons responsible for implementing or coordinating the SPPP activities (including, at the Tier A Municipality's discretion, OMs).

#### **B. Description of Required Best Management Practices**

1. The SPPP shall identify and discuss each Statewide Basic Requirement (SBR) and best management practice (BMP) required by the Tier A Municipal Stormwater General Permit.
2. The SPPP shall identify and discuss each Additional Measure (AM) required by the Tier A Municipal Stormwater General Permit or consequent modifications to the permit.
3. The SPPP shall identify and discuss any Optional Measures (OMs) the Tier A Municipality chooses to include in its stormwater program.
4. For each SBR, AM, or OM included in the Tier A Municipality's stormwater program, the SPPP shall:
  - a. Describe the method of implementation;
  - b. Include detailed record keeping, as appropriate;
  - c. Include an implementation schedule consistent with permit requirements, including interim milestones;
  - d. Sharing responsibilities (If the Tier A Municipality wants to share responsibilities for implementing one or more control measures (other than OMs) with one or more other entities pursuant to N.J.A.C. 7:14A-25.7(a), the SPPP must describe which measure(s) the Tier A Municipality will implement, and identify the entity(ies) that will implement the other measure(s));
  - e. Include maintenance schedules, as appropriate; and
  - f. Include inspection schedules, as appropriate.

#### **C. Inventory Requirements for Municipal Maintenance Yard Operations (including Ancillary Operations)**

1. Tier A Municipalities shall include for municipal maintenance yard operations an inventory that includes the following:
  - a. A list of general categories of all materials or machinery located at the municipal maintenance yard, 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 or ancillary operations. Materials or machinery that are not exposed to stormwater or that are not located at the municipal maintenance yard or related to its operations do not need to be included.

#### **D. Identifying Areas Served by Combined Sewer**

1. Tier A Municipalities that want to exclude any "combined sewer area" from the stormwater program must include a map showing the boundaries of the combined sewer area. A "combined sewer area" is an area that is excluded because all stormwater discharges that are from that area (and operated by the municipality) are discharges to combined (or sanitary) sewer systems.



**Attachment B**  
**PROCEDURES FOR DETECTING, INVESTIGATING, AND ELIMINATING**  
**ILLICIT CONNECTIONS**

*Detection*

An illicit connection for the purposes of this permit, is any physical or non-physical connection that discharges domestic sewage, non-contact cooling water, process wastewater, or other industrial waste (other than stormwater) to a municipal separate storm sewer system, unless that discharge is authorized under a NJPDES permit other than the NJPDES permit for discharges from that system (non-physical connections may include, but are not limited to, leaks, flows, or overflows into the municipal separate storm sewer system). An illicit connection is also any category of non-stormwater discharges that a Tier A Municipality identifies as a source or significant contributor of pollutants pursuant to 40 C.F.R. 122.34(b)(3)(iii).

MS4 outfall pipes, for the most part, should not be discharging during substantial dry periods (72 hours after a rain event). Such flow is frequently referred to as “dry weather flow”, which may be the result of an illicit connection. All dry weather flows are generally non-stormwater discharges, however not all dry weather flows are illicit connections. Some non-stormwater flows result from the improper disposal of waste (e.g., radiator flushing, engine degreasing, improper disposal of oil) and some may be the result of allowable discharges such as residential car washing, irrigation runoff, permitted (NJPDES) discharges and natural waters (spring water and groundwater infiltration). By using the Department’s Illicit Connection Inspection Report form and making physical observations, a Tier A Municipality will compile information that will help determine if the dry weather flow is an illicit connection and the most likely source of the illicit connection. After making these physical observations, additional chemical field testing will enable a Tier A Municipality to further narrow the potential sources of the illicit connection.

The first physical observation is to observe if there is a dry weather flow. Some dry weather discharges are continuously flowing and some are intermittent. Observations will allow the Tier A Municipality to establish with reasonable certainty if there is an intermittent flow. If there are indications of intermittent flows (staining, odors, deterioration of outfall structure) follow-up investigations are required (see Investigation section). An estimate of the flow rate of the discharge shall also be noted (flow rate can be estimated by various methods, including timing how long it takes to fill a container of a known size). Additional physical observations and measurements shall be made for odor, color, turbidity, floatable matter, temperature, deposits and stains, vegetation and algal growth and condition of outfall structure (see Illicit Connection Inspection Report form). Information compiled from physical observations and field monitoring should be used to help identify potential sources. These observations are very important since they are the simplest method of identifying grossly contaminated dry weather flows. If physical observations alone are sufficient to warrant further investigation, then field testing is not required.

If a dry weather flow exists and after making all physical observations (unless physical observations are enough to warrant further investigation), the Tier Municipality shall field test for surfactants (detergents). If these flows contain surfactants in excess of the detection limit, Tier A Municipalities shall field test for ammonia (as N) and potassium to help distinguish sanitary wastewater sources from other non-stormwater flows that contain detergents. Non-stormwater

discharges that are absent of surfactants shall be tested for fluoride to help distinguish potable from non-potable sources. Municipalities should refer to the Tier A Stormwater General Permit Guidance Manual for assistance and interpretation of field testing results.

All of the tests for the tracing of illicit connections may be performed in the field by employees of the Tier A Municipality or may be contracted out. Lab certification for those parameters is **not** required, however all person(s) responsible for calibrating, maintaining, and taking field samples shall be trained in the use of the equipment and appropriate field testing protocol.

#### Investigation

Any storm sewer outfall pipe found during the initial inspection or on any subsequent inspection to have a non-stormwater discharge or indications of an intermittent non-stormwater discharge requires further investigation by the Tier A Municipality to identify and locate the specific source. Non-stormwater discharges suspected of being sanitary sewage and/or significantly contaminated shall be prioritized and investigated first. Investigations of non-stormwater discharges suspected of being cooling water, washwater, or natural flows may be delayed until after all suspected sanitary sewage and/or significantly contaminated discharges have been investigated, eliminated and/or resolved.

Dry weather flows believed to be an immediate threat to human health or the environment shall be reported immediately to the Department the NJDEP Hotline at 1-877-WARNDEP (1-877-927-6337).

Physical observations and field testing can help narrow the identification of potential sources of a non-stormwater discharge. However it is unlikely that either will pinpoint the exact source. Therefore, Tier A Municipalities will need to perform investigations “upstream” to identify illicit connections from identified problem outfalls.

All non-stormwater discharges, whether continuous or intermittent must be investigated by the Tier A Municipality. All investigations must be resolved. If the source is conclusively found to be natural groundwater infiltration or a stream piped underground then no further action is required. If a non-stormwater discharge is found but no source is able to be located within six (6) months of beginning the investigation, then the Tier A Municipality may submit a request to the Department to close out the investigation. The Tier A Municipality must be able to document that a good faith effort was made in attempting to find the source of the dry weather discharge and be able to document each phase of the investigation. If the observed discharge is intermittent the Tier A Municipality must make at minimum three (3) separate attempts to investigate the discharge when it is flowing. If these attempts are to no avail, the Tier A Municipality can close out the investigation. However, since this is an ongoing program, the regulated should periodically recheck these suspected intermittent discharges.

#### Elimination

Non-stormwater discharges traced to their source and found to be illicit connections shall be eliminated. At the time the illicit connection is detected the responsible party shall be cited for violation of the municipal ordinance prohibiting illicit connections and given thirty (30) days to cease the non-stormwater discharge. The responsible party may apply for a NJPDES permit for the

discharge, but the discharge shall be ceased until a valid NJPDES permit has been issued by the Department. Tier A Municipalities are required to verify that the illicit discharge was eliminated by the responsible party within the specified timeframe and ensure that measures taken to eliminate the discharge are permanent and are not done in such a manner that would allow easy reconnection to the MS4.

When a responsible party fails to eliminate the discharge, Tier A Municipalities shall take the necessary steps to enforce their ordinance, including court action. In such instances the Department shall be notified by written correspondence so it is aware of any pending action and is able to provide assistance if needed.

## **Attachment C**

### **DESIGN STANDARD - STORM DRAIN INLETS**

This standard applies to storm drain inlets installed as part of new development and redevelopment projects (public or private) that disturb one acre or more. In addition, retrofitting of existing storm drain inlets to this standard is required where such inlets are in direct contact with repaving, repairing, reconstruction or alterations of facilities owned or operated by the Tier A Municipality. For exemptions to this standard see “Exemptions” below.

#### **Grates in Pavement or Other Ground Surfaces**

Design engineers shall use either of the following grates whenever they use a grate in pavement or another ground surface to collect stormwater from that surface into a storm drain or surface water body under that grate:

1. The New Jersey Department of Transportation (NJDOT) bicycle safe grate, which is described in Chapter 2.4 of the NJDOT Bicycle Compatible Roadways and Bikeways Planning and Design Guidelines (April 1996).
2. A different grate, if each individual clear space in that grate has an area of no more than seven (7.0) square inches, or is no greater than 0.5 inches across the smallest dimension.

(In regard to whether the different grate must also be bicycle safe, the Residential Site Improvement Standards include 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.

#### **Curb-Opening Inlets (Including Curb-Opening Inlets in Combination Inlets)**

Whenever design engineers use a curb-opening inlet, the curb opening shall be divided (except as provided below) by bars or other means into individual clear spaces. Each such clear space 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.

At sag points, the curb opening may consist of one or more larger clear spaces if the review agency determines that such a curb opening is required for adequate hydraulic performance.

**Exemptions***Hydraulic Performance Exemptions*

1. New Development and Redevelopment Projects - Where the review agency determines that this standard would cause inadequate hydraulic performance that could not practicably be overcome by using additional or larger storm drain inlets that meet these standards.
2. Retrofitting of existing storm drain inlets - Where the review agency determines that this standard would cause inadequate hydraulic performance.

*Alternative Device Exemptions*

1. 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. 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
  - b. A bar screen having a bar spacing of 0.5 inches.
2. 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.

Note - The preceding 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(a)).

**Attachment D**  
**REQUIRED PRACTICES FOR FUELING OPERATIONS, VEHICLE**  
**MAINTENANCE, AND GOOD HOUSEKEEPING SBRs**

A. The following BMPs must be implemented at maintenance yards including ancillary operations (for example, impound yards, solid waste transfer stations, mobile fueling), where applicable, operated by Tier A Municipalities:

1. Fueling

- a. No topping off vehicles, mobile fuel tanks, and storage tanks. Drip pans must be used 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 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. A trained employee must always be present to supervise during bulk fuel transfer.
- c. Instructions for safe operation of fueling equipment, and the name and phone number of the owner or operator of the facility and the person responsible for spill response, must be clearly posted in a prominent area of the facility.
- d. Maintain up-to-date inventories and storage records for underground storage tanks, if any, to ensure that materials stored are not leaking. Integrity testing of storage tanks (above ground and underground storage tanks) shall be performed once every five years. Storage tanks must be regularly maintained to ensure the physical integrity of the tanks.
- e. Equipment used for fuel transfer must be equipped with control valves. Existing above ground and underground storage tanks shall be retrofitted with high level alarms and visible gauges to protect against overfill.
- f. Discharge of Stormwater from Secondary Containment
  - i. The discharge pipe/outfall from a secondary containment area must have a valve and the valve must remain closed at all times except as described below. A municipality may discharge stormwater that accumulated in the 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 must 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 should be hauled for proper disposal.

## 2. Good Housekeeping/Vehicle Maintenance

- a. Properly mark or label all containers. Labels must be kept clean and visible. All containers must be kept in good condition and tightly closed when not in use. When practical, containers must be stored indoors. If indoor storage is not practical, containers may be stored outside as long as they are covered and placed on spill platforms. An area that is graded and/or bermed that prevents run-through of stormwater may be used in place of spill platforms. Outdoor storage locations must be regularly maintained.
- b. Perform all vehicle and equipment maintenance at an indoor location with a paved floor whenever possible. For projects that must be performed outdoors that will last more than one day, portable tents or covers must be placed over the equipment being serviced when not being worked on, and drip pans must be used.
- c. Conduct cleanups of any spills or liquids or dry materials immediately after discovery. Clean all maintenance areas with dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (i.e., kitty litter, sawdust, etc.) and the rest of the area is to be swept. Collected waste is to be disposed of properly. Clean-up materials, spill kits and drip pans must be kept near any liquid transfer areas, protected from rainfall.

## 3. Good Housekeeping Practices for Salt and Deicing Material Handling

- a. The SPPP for De-icing Material Storage shall include the following required practices to ensure that Municipal Maintenance Yard Operations prevent or minimize the exposure of salt and de-icing materials to stormwater runoff from storage, loading and unloading areas and activities:
  - i. Prevent and/or minimize the spillage of salt and de-icing materials during loading and unloading activities.
  - ii. At the completion of loading and unloading activities, spilled salt and deicing materials shall be removed using dry cleaning methods and either reused or properly discarded.
  - iii. Sweeping by hand or mechanical means of storage and loading/unloading areas shall be done on a regular basis. More frequent sweeping is required following loading/unloading activities. Sweeping shall also be conducted immediately following, as practicable, loading/unloading activities.
  - iv. Tracking of materials from storage and loading/unloading areas shall be minimized.
  - v. Minimize the distance salt and de-icing materials are transported during loading/unloading activities.

## 4. Inspections

- a. Inspections of all work areas shall be conducted regularly. Specifically, monthly inspections shall be performed of any fueling areas, tanks, pumps, piping and fuel dispensing equipment to ensure that there are no leaks and that any leaks or spills that have occurred have been properly cleaned. Any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair must immediately be repaired or replaced.