Stormwater Pollution Prevention Plan

Storm Township
Creek County
NJG0123456
Annual Review Date: *27 Mar 2023*
Stormwater Program Coordinator: *Dean Scout*

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title	*Dean Scout, DPW Supervisor*		
Phone	*555-555-5555*	Email	*dscout@stormtwp.org*
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title	*Molly Michaels, Township Engineer*		
Phone	*777-777-7777*	Email	*mmichaels@stormtwp.org*
Name and Title	*Kai Blackfoot, Assistant Engineer*		
Phone	*777-777-7777*	Email	*kblackfoot@stormtwp.org*
Other Municipal Stormwater Team Members			
Name and Title	*Bella Cooper, DPW Crew*		
Phone	*555-555-5555*	Email	*bcooper@stormtwp.org*
Name and Title	*Luna Jett, DPW Crew*		
Phone	*555-555-5555*	Email	*ljett@stormtwp.org*
Name and Title	*Roxy St. Milo, Township Clerk*		
Phone	*444-444-4444*	Email	*rstmilo@stormtwp.org*

Shared/Contracted Service Providers		
Provider Name	Service Provided	Term of Service
Simon Sweeping Services, LLC	*Contracted to sweep Storm Twp streets.*	*5-year contract (2023 thru 2027)*
Millie-Dexter Mapping Solutions	*GIS mapping services*	*5-year contract (2023 thru 2027)*

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
05 Jan 2023	*1*	*SPC and staff changes*
24 Nov 2023	*3*	*Changed newspaper for public announcements*

Form 3 – Public Announcements

Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
www.stormtwp.org/stormwaterpage
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Roxy St. Milo, Township Clerk
3. List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.
Public Meetings: The News Bulletin and Storm Township's Free Press newspaper, the Township's Main webpage, and Facebook page. *Community Stormwater related Activities: Storm Township Facebook and stormwater webpage page, Township Public Meeting agenda postings* *Paper copy of newsletter mailed to residents and businesses and posted on webpage educating them of hazards associated with illicit connections and improper disposal of waste.*

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

Part IV.E.

1. How does the municipality define "major development"? If it is different from the definition in N.J.A.C. 7:8, explain the difference.

Storm Township defines "major development" as a disturbance of 0.75 acres of land. All other criteria match the updated definition from the Mar 2, 2021 Stormwater Management Rules at N.J.A.C. 7:8-1.2.

2. Is the municipality's stormwater control ordinance (SCO) the same as or more stringent than NJDEP's model SCO? If more stringent, explain the difference.

The municipality has adopted a SCO that is more stringent than the NJDEP's model SCO. The only change, as noted above, is the municipality's minimum threshold for major development of 0.75 acres of disturbance instead of 1.0 acres of disturbance. We retained the ¼ acre threshold for regulated impervious surface and regulated motor vehicle surface (each or combined) as defined in N.J.A.C. 7:8-1.2.

Our MS4 discharges into three different subwatersheds. One of them has a TMDL for Total Suspended Solids (TSS), so for projects constructed in areas that discharge to this impaired subwatershed, we require 90% TSS removal. Our other two subwatersheds are impaired for nitrogen and phosphorous, so we require 50% nitrogen removal and 60% phosphorous removal in those subwatersheds.

3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).

For major development projects the town is undertaking, the Township Engineer is responsible for designing the stormwater management plans. These projects are reviewed by the Planning Board Engineer since designers may not be responsible for reviewing their own plans.

For non-municipal projects, the Planning Board Engineer reviews the stormwater management design for compliance with the water quality, water quantity, groundwater recharge and green infrastructure design standards as per N.J.A.C. 7:8 and the more stringent criteria included in Storm Township's SCO.

If the project is deemed compliant with the SWM rule and Township's SCO, it is presented to Storm Township's Planning Board for approval.

Throughout construction, the Township's Code Enforcement Officer inspects the construction sites at project milestones to ensure that the project is constructed in accordance with the approved development plans.

4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.
Yes, Storm Township's Municipal Stormwater Management Plan and SCO include a mitigation plan, however, no variances have been requested to date. Records will be submitted to NJDEP and the Creek County Planning Board upon approval. Copies will be kept in the Township Clerk's office.
5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.
The original SCO was adopted on 07 Mar 2004. It was revised due to a NJ stormwater rule amendment on 07 Apr 2020.
6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.
The original MSWMP was adopted on 26 Apr 2005. It was re-examined and re-adopted with no change during the re-examination of Storm Township's Master Plan on 22 May 2015.

Form 5 – Ordinances

Part IV.F.1.

Ordinance	Date Adopted	Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.	Entity Responsible for Enforcement	Fees & Fines
1. Pet Waste	*07 Jun 2004*	*Yes*	*Code Enforcement*	*$___*
2. Wildlife Feeding	*07 Jun 2004*	*Yes*	*Code Enforcement*	*$___*
3. Litter Control	*07 Jun 2004*	*Yes*	*Code Enforcement*	*$100*
4. Improper Disposal of Waste	*07 Jun 2004*	*Yes*	*Code Enforcement*	*$100*
5. Yard Waste	*07 Jun 2004*	*Yes*	*Code Enforcement*	*$___*
6. Private Storm Drain Inlet Retrofitting	*07 Jun 2004*	*Yes*	*Code Enforcement*	*$___*
7. Illicit Connections	*07 Jun 2004*	*Yes*	*Code Enforcement*	*$___*
8. Privately-Owned Salt Storage	*07 Jun 2023*	*Yes*	*Code Enforcement*	*$___*
9. Tree Removal-Replacement	*07 Jun 2023*	*Yes*	*Code Enforcement*	*$___*

List any additional stormwater-related ordinances the municipality has adopted that address issues beyond the scope of the MS4 permit. Include adoption date, entity responsible for enforcement, and related fees and fines.

Storm Township also has a Privately-Owned Refuse Containers/Dumpsters ordinance that requires those dumpsters be covered when not in use to prohibit stormwater from entering and running through the dumpsters. Township personnel are aware of the ordinance and advise the Code Enforcement Officer when they notice a violation during their normal daily activities. Each violation of this ordinance carries a $50 fine per offense.

Indicate the location of records associated with ordinances and related violations and enforcement actions below.

Code Enforcement records are in the Township Clerk's office.

Form 6 – Street Sweeping

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

1. Provide a written description and/or attach a map outlining the sweeping schedule for the following:
   - Segments of municipal roads with storm drain inlets that discharge to surface water (required at least 3 times each year)
   - Segments of municipal roads that do not have storm drain inlets but do discharge to surface water (required at least 1 time each year)

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

Storm Township is divided into 4 sections.

Roads with inlets that discharge to surface water are swept on the following schedule:

Northwest: 1st week of Mar, Jul, and Nov each year
Southeast: 2nd week of Mar, Jul, and Nov each year
Northeast: 3rd week of Mar, Jul, and Nov each year
Southwest: 4th week of Mar, Jul, and Nov each year

Roads that do not have storm drain inlets, but they do discharge to surface water are swept on the following schedule:

Northwest: 1st week of April each year
Southeast: 2nd week of April each year
Northeast: 3rd week of April each year
Southwest: 4th week of April each year

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

We have a service agreement with a local private contractor (Simon Sweeping Services) to sweep our streets in compliance with the MS4 permit conditions. They notify us of the days they sweep, areas swept, and collection totals in cubic yards.

Form 7 – MS4 Infrastructure

Part IV.F.2-4. and Part IV.G.2-3.

1. Municipal Storm Drain Inlets

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

a. Our DPW crew conducts drive-by inspections of the storm drain inlets and open conveyances at which time they inspect the condition of the labels on storm drain inlets. If any buttons need to be replaced or paint needs re-stenciling, the DPW crew will make the repair or repaint as needed at that time or will schedule follow up work with the DPW supervisor.

b. Throughout major development project construction and during repaving projects, the Code Enforcement Office or Township Engineer performs site inspections and checks for proper storm drain inlet retrofits. Additionally, during day-to-day operations that entail driving through various areas of the township, DPW staff are instructed to observe storm drain inlets and note those that have not been retrofitted. If any are located along township roads or properties and are in areas that are known to have been repaved, they are identified by the staff for follow-up for retrofitting and the responsible entity is notified if it is a private entity.

c. The Township Engineer checks the plans for road projects and major developments to verify that a catch basin or some sort of BMP to capture solids is included with, or downstream of, the affected storm drain inlets.

d. DPW staff perform inspections of all storm drain inlets at least annually as they drive the roads of the township. The staff will either decide to stop then to remove any debris off the inlet grate and surrounding area and load the debris into their trucks for proper disposal or make a note of the location to return to conduct the cleaning within 1 week. Areas that clog and flood often during storms are inspected more regularly and prior to large, forecasted storms, and cleaned if necessary.

2. Municipal Catch Basins

a. Describe when and how you conduct inspections of catch basins.
b. Describe the criteria used to determine when catch basins need to be cleaned.

a. Storm Township owns 200 catch basins which are identified on our stormwater infrastructure map. The catch basins are split into 5 areas and marked on a Township map. Each year, we inspect at least 40 (20% of the total) catch basins on rotation and ensure that all catch basins are inspected at least once within the 5-year permit cycle. Areas that clog

and flood often during storms are inspected more regularly and prior to large, forecasted storms, and cleaned if necessary. DPW staff conduct a visual inspection using a flashlight and measuring pole.

b. DPW staff are trained to check for debris collected in the catch basin. All catch basins that are 40% or more full are scheduled for clean-out by a vacuum truck contractor within one month of inspection.

Additionally, catch basins that are in areas of recent flooding complaints are inspected within 1 week of the complaint.

The Township also refers to previous records and puts those catch basins that have been noted as needing frequent cleaning on a more frequent inspection schedule.

3. Municipal Conveyance System

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

Like our procedure for inspecting our storm drain inlets as DPW staff drive the roads of the town for various activities, our DPW staff also check the conditions of ditches and swales since most of our conveyance system is comprised of these. If there is noticeable trash or debris interfering with stormwater flow, the staff is required to clean up the debris preferably immediately, but no later than 1 week.

We use sewer inspection cameras loaned to the township by the County Utility Authority to view the enclosed pipe conveyances in areas associated with our catch basins, as we perform those inspections. If it appears that any ditches or swales need to be cleared, they will be added to our maintenance schedule to be completed as soon as possible, but no later than within 3 months of the inspection.

Additionally, conveyance systems that are downstream of areas with recent flooding complaints are inspected within 1 week of the complaint.

We perform our outfall infrastructure inspections using the Department's Outfall Inspection Form when we inspect those outfalls for Stream Scouring and Illicit Discharges as noted below.

4. Municipal Outfall Inspections – Stream Scouring

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

Storm Township owns and operates 30 total outfalls. Each year, we inspect 6 outfalls (20% of the total) and the surrounding areas for scouring. If scouring is detected, we complete the Stream Scouring Investigation Recordkeeping Form. Any time we identify a new outfall (due to

expansion or a change to our conveyance system or one we hadn't inventoried before), we inspect it and check it for scouring within 30 days of identification.

In cases where stream scouring is detected, we will attempt to trace it back to the source within 3 months. If a source is identified, the township would take corrective action if it related to municipally owned property or will ensure that the private entity(ies) perform necessary maintenance. If the township is unable to identify the source, the enforcement inspector and MS4 case manager will be notified before the end of the 3 months.

Additionally, outfalls are inspected within 1 week of any complaints.

All identified scour problems will be evaluated and prioritized for remediation as soon as possible. If remediation cannot be completed within twelve months, a schedule will be submitted to the MS4 case manager prior to the twelve-month deadline. All restoration shall be made in accordance with the Soil Erosion and Sediment Control Standards in New Storm and the requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13, as per our Tier A permit requirements. Prioritization of repairs will be based in part upon extent of scour, potential safety threat, and need for NJDEP permit(s).

All pertinent repair records including the date, location, type of repair, and copies of all applicable NJDEP permits will be kept in the Engineering Department. Past repairs will be inspected annually to ensure scouring has not resumed. Appropriate repairs will be made at those outfall locations where such resumption has occurred.

5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination

Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfalls. Include a description of the equipment and techniques used. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form from the Department's main stormwater webpage.

Storm Township has 30 total outfalls. We inspect 6 per year, which is 20% of our total. We check for dry weather discharges (72 hours after a rain event), intermittent non-stormwater flow, and discoloration or inappropriate debris (such as toilet paper) in and immediately downstream of the outfall.

If complaints are reported or if any outfalls are found to have a suspected illicit discharge, we reinspect within 30 days and sample in accordance with NJDEP's MS4 Guidance to determine if an illicit connection exists.

If an illicit discharge is detected, the township will begin the work to identify the source within 30 days. We fill out and submit the NJDEP Illicit Connection Inspection Report Forms for each suspected illicit discharge to submit with our Annual Report.

If the source is identified, the township will notify the property owner(s) of their violation of the Illicit Connection Ordinance and will have the connection eliminated immediately.

If we are unable to locate the source of the illicit connection within eleven months, the township will notify the NJDEP Enforcement Inspector and the MS4 case manager within one month of the situation to request an extension of the investigation period.

Any time we identify a new outfall (due to expansion or a change to our conveyance system or one we hadn't inventoried before), we inspect it and check it for illicit discharge within 30 days of identification.

6. Other Municipal Infrastructure

List the types of MS4 infrastructure in your town that require inspection but are not noted above in items 1-5. Describe when and how you conduct inspections of this infrastructure, and the criteria used to determine when they need to be maintained and/or cleaned.

<u>Infiltration Basins</u> – DPW staff performs inspections according to maintenance plans that were approved by the township for the major development. If the approved maintenance plan is not available, we typically adopt the suggested maintenance plan from the Department's BMP Manual. Updates may be made to the maintenance plan based on the Department's online guidance and in-person observations of the BMP's functionality over time. Any trash or debris gets cleaned up on the spot.

<u>Manufactured Treatment Devices (MTDs)</u> – DPW staff performs MTD inspections according to the manufacturer's maintenance plans that were approved by the township for the major development. Maintenance is conducted more frequently as needed if the functionality of the MTD declines. MTD inspections involve removal of the covering to examine the interior of the structure.

7. Stormwater Facilities Not Owned or Operated by the Municipality

Describe your program for ensuring adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality. This should include your plan for ensuring annual inspections are being done on these private properties and describe how you record the locations and logs associated with private infrastructure.

We maintain a GIS database of the location of each non-municipal stormwater facility and the associated inspection/maintenance records.

For stormwater basins, our township has instituted a licensing program where we charge a fee to the owner of each basin. Fees are used for municipal staff to conduct annual inspections and review maintenance records.

For all other stormwater infrastructure, each December, Storm Township sends out a form to all private stormwater facility owners for them to complete and return to the township by January 15th for the previous year. The form requires the location and type of each stormwater facility on the property and the dates and details of inspections, maintenance, cleaning, and repairs that were performed. The form requires certification by the property

owner that the stormwater facilities are functioning as designed, approved maintenance plans were followed (where appropriate) and has an area to explain if this is not the case.

In instances where the owners do not perform the necessary maintenance, the township may perform the maintenance and bill the owner.

When we receive these forms, we update our database. If we do not receive responses from an owner by the end of January, we will follow up with them by the end of the first quarter.

8. Infrastructure Records

Indicate the location of records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.

Storm Township keeps an inventory list of all stormwater infrastructure (municipal and private) with records of inspections, cleanings, routine maintenance work, investigations of illicit connections and scouring near outfalls, and repairs that have been done as well as those projected for completion each year. These records are kept in the DPW office.

Form 8 – Community-wide Measures

Part IV.F.2.

1. Herbicide Application Management

Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.

Storm Township does not apply herbicides at all. We do all de-vegetation by mowing or clipping and have not experienced erosion because of this practice.

2. Excess Deicing Material Management

Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.

Storm Township's DPW staff are trained to shovel up excess salt piles that remain on roadways and parking areas within three days (72 hours) after the storm is over, conditions permitting. The salt is collected in a covered trash bin on the truck and the salt is reused during the next storm.

3. Roadside Vegetative Waste

Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).

DPW staff use mower bags to collect grass clippings in most areas. The clippings are dumped on a paved surface temporarily at the maintenance yard and covered. Tree branches that result from trimming activities are also collected and brought back to the maintenance yard. These materials are moved off site to the county compost facility every month.

For instances where mower bags are not used, DPW staff are instructed to mow those areas so that they can direct the exit chute from the mower back onto the grass itself, and not out into the street, parking areas or areas near a storm drain inlet, etc.

4. Roadside Erosion Control

Describe your program to detect and repair erosion along municipal roadways.

As DPW staff perform annual storm drain inlet inspections as noted above, they also check for erosion of shoulders, embankments, ditches, and soils along roads. If they notice any such erosion or sedimentation collecting in areas, including in the waters near the road, they log it in the maintenance schedule and fix the issue within three months. We either plant vegetation or use other methods, such as riprap in areas prone to erosion along roads to promote soil stabilization as described in the Standards for Soil Erosion and Sediment Control. We will contact our MS4 Case Manager for guidance for cases where planting will not remedy this issue.

Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: _____

1. Site Name and Address

Main Municipal Maintenance Yard
123 Main Street
Stormville, NJ

2. Monthly Site Inspections
Describe the nature of inspections conducted at this site and the location of inspection logs.

Daily inspections are conducted by DPW crew during daily operations. A trained DPW crew member walks the whole site at least once each month to ensure that all materials and machinery stored outside are stored in such a way that minimizes exposure to stormwater, ensuring the materials are on impervious surfaces as required, and completely covered. Remedial actions taken during inspection, as well as those that are still needed, are noted in the inspection log. Follow-up actions are scheduled for completion within one week. Specifically, we check if outdoor containers are covered and placed on spill platforms or clean pallets and labels are in good condition. We check that spill kits are accessible near liquid transfer areas. We check if bulk liquids are protected with secondary containment and that all accessories (hoses, valves, etc.) are in good condition and within the containment area. We check that all outdoor refuse containers and dumpsters are always covered. We keep all inspection records in the DPW office.

3. Inventory List
List all materials and machinery that are potentially exposed to stormwater.

Materials	**Machinery/Equipment**
Scrap tires	*Lawn mowers*
Catch basin cleanout materials	*Street sweeper*
Cold patch	*Vacuum truck*
Temporary storage of leaves	*Backhoe*
Temporary storage of grass clippings	*20-yard roll off dumpster*
	Fuel tank
	Waste oil tank
	100-gallon brine tank

4. Discharge of Stormwater from Secondary Containment
Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.

Our brine tank and used oil tank are protected by secondary containment. During monthly inspections, if we see stormwater in the secondary container around the brine tank, we use a shop vacuum to remove the stormwater and dispose of it at the Creek County Wastewater Treatment Plant since brine is clear, therefore we cannot visually confirm that there was no contamination. If we see stormwater in the secondary container around the oil tank, we check for signs of oil contamination. If the water is contaminated, we use a shop vacuum to remove the stormwater and dispose of it at the Creek County Wastewater Treatment Plant. Clean stormwater from the secondary container of the oil tank is released by opening the valve.

5. Fueling Operations

Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.

Yes, we fuel on site. The above-ground tank is surrounded by secondary containment. We use drip pans and block storm sewer inlets during bulk fueling and have staff present to observe the process. We have signs posted in the fueling area prohibiting topping off and posting emergency contacts. A spill kit is located at the fueling pumps.

6. Vehicle/Equipment Maintenance and Repair

Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.

Approximately 85% of our vehicle maintenance is performed inside. Any maintenance or repairs that are performed outdoors include the use of tarps and drip pans to collect motor vehicle fluids. All outdoor repairs are conducted within a designated area.

7. Wash Wastewater Containment

Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.

All vehicles are washed in a self-contained wash bay that collects the wash wastewater into a 1000-gallon tank. Wash wastewater is then pumped out by a licensed hauler before the tank reaches 85% capacity. The tank is then cleaned out every 5 years.

8. Salt and Other Granular De-icing Materials

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

Road salt is stored at an ancillary site (see details on next form).

9. Aggregate Material, Wood Chips, and Finished Leaf Compost

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

We do store these materials on site in three-sided storage bays where the openings are situated on an upslope and more than 50 feet away from any stormwater inlets and surface water. Any material left on the ground outside of the bays is swept up and put back in the storage bays.

10. Cold Patch Asphalt

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

We store cold patch asphalt indoors.

11. Street Sweepings and Storm Sewer Cleanout Materials

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

Our cleanout materials are temporarily stored in a 20-yard roll off dumpster dedicated to these materials which is covered with a tarp when not actively being filled. The dumpster is regularly checked for damage or leaks. The dumpster is hauled off for proper disposal when it is full or every 4 months, whichever is sooner.

12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings

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

We store construction and demolition waste, wood waste, and yard trimmings temporarily at our site.

Construction and demolition waste are stored in a dedicated dumpster, which is covered when not in use and hauled for proper disposal when the container is full or every 4 months, whichever is sooner.

Wood waste and yard trimmings are stored in storage bays which are more than 50 feet from any stormwater inlets and surface water. Materials are hauled away when the bays get full or every 4 months, whichever is sooner.

13. Scrap Tires

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

All scrap tires are stored indoors.
14. Inoperable Vehicles and Equipment Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.
We do store inoperable vehicles onsite, and we utilize drip pans and tarps to prevent stormwater run-on or run-off. Any equipment or vehicles that are stored are also inspected monthly.

Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: _____

1. Site Name and Address

Municipal Salt Storage Yard
456 Front Street
Stormville, NJ

2. Monthly Site Inspections

Describe the nature of inspections conducted at this site and the location of inspection logs.

Daily inspections are conducted by DPW crew during daily operations. A trained DPW crew member walks the whole site at least once each month, even during the off-season, to ensure that all materials and machinery stored outside are stored in such a way that minimizes exposure to stormwater, ensuring the materials are on impervious surfaces as required, and completely covered. Remedial actions are noted in the inspection log.

We check the condition of the salt barn to ensure that materials are protected from exposure to rain, snow, and stormwater running across the paved surfaces. The inspector checks the condition of salt loaders and spreaders and addresses any material spillage from loading and unloading operations.

3. Inventory List

List all materials and machinery that are potentially exposed to stormwater.

Materials	Machinery
Road salt	*Loading vehicles*
	Salt spreading vehicles

4. Discharge of Stormwater from Secondary Containment

Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.

N/A

5. Fueling Operations

Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.

N/A

6. Vehicle/Equipment Maintenance and Repair

Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.

N/A

7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.
N/A
8. Salt and Other Granular Deicing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
Road salt is stored year-round in a permanent structure/dome with a 15' alcove entrance. Materials are pushed back away from the alcove and into the structure, so precipitation does not reach the materials. Staff responsible for loading/unloading road salt from the dome to spreaders are required to sweep spilled salt back into the main salt pile daily to minimize tracking of materials.
9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
N/A
10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
N/A
11. Street Sweepings and Storm Sewer Cleanout Materials Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
N/A
12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
N/A
13. Scrap Tires Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
N/A
14. Inoperable Vehicles and Equipment Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.
N/A

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
The Stormwater Program Coordinator (SPC) for Storm Township attends NJDEP training every permit cycle. Training covers the SPC responsibilities, permit conditions, annual reporting, and required submissions and documentation.

Topic	**Municipal Employees** Examples: in-person or virtual group sessions, e-Learning, field training, and videos
Describe the training provided for municipal staff.	
SPPP	*Storm Township trains staff whose job duties support the stormwater program. Training on the site-specific details in the SPPP, review MS4 permit requirements, and record-keeping is conducted annually via combined in-person/virtual training.* *This and all these training modules listed below are also recorded and made available for informational purposes for staff to re-review certain material presented, and for any absent or new staff, or staff that take on new responsibilities prior to the next training session.*
Construction Site Stormwater Runoff	*Staff responsible for inspections of construction projects that disturb one acre of soil or more, are trained annually on related MS4 permit conditions. Property owners must obtain a 5G3 permit from NJDEP prior to commencement of construction activities and must comply with their approved soil erosion and sediment control plan.*
Post-Construction Stormwater Management in New and Redevelopment	*Staff responsible for implementing stormwater permit requirements receive an annual review of the fundamentals of the municipality's post-construction stormwater management program to address stormwater runoff. Training explains the municipality's definition of major development and the interconnection among the Stormwater Management rules at N.J.A.C. 7:8, the Storm Township SCO, stormwater permit conditions, the Department's BMP Manual, and Guidance Documents. For example, we identify where the Department's maintenance guidance is available on the website for DPW staff reference when an approved maintenance plan does not exist.*
Ordinances	*Staff responsible for approving and/or enforcing stormwater-related ordinances receive annual training on related MS4 permit conditions and to review the purpose of each ordinance and what steps to take if violations are reported.*

Community-wide Measures	*Staff responsible for conducting activities associated with community-wide stormwater management measures attend annual training to discuss the MS4 permit requirements and town specific measures employed to comply with the street sweeping, storm drain inlets (labeling, retrofitting, and installations), herbicide application, de-icing operations, roadside vegetative waste, and roadside erosion control requirements. Information is also presented regarding current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.*
Stormwater Facilities Maintenance	*Staff responsible for conducting activities associated with inspections, maintenance and repair of stormwater infrastructure attend annual training on the MS4 related permit requirements. This training details what infrastructure is to be maintained according to approved manufacturers' maintenance plans, versus the remaining infrastructure that is to be maintained according to the NJDEP's BMP Manual. Training also includes requirements for current BMPs, safety equipment and procedures, frequency of activities, and proper documentation of work. All types of stormwater infrastructure in the Township are addressed in the training, which includes but is not limited to storm drain inlets, catch basins, piped and open swale MS4 conveyances, stormwater infiltration basins, and manufactured treatment devices.*
Municipal Maintenance Yards and Other Ancillary Operations	*Staff responsible for conducting activities associated with our municipal maintenance yard and salt yard attend annual training to discuss related MS4 permit conditions, current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.*
MS4 Mapping	*The contractors from Millie-Dexter Mapping Solutions who prepare and submit our electronic mapping of stormwater infrastructure attend annual training to review the MS4 permit requirements for electronic mapping.*
Outfall Stream Scouring	*Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of stream scouring as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.*
Illicit Discharge Detection and Elimination	*Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of illicit discharge as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.*

Watershed Improvement Plan	*Staff responsible for developing the Watershed Improvement Plan attend annual training to discuss progress that has been made toward completing each phase of the Watershed Improvement Plan, including mapping for the Watershed Inventory Report and conducting semi-annual public information sessions.*

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
Individuals who review and approve stormwater management designs for major developments on behalf of the municipality are required under the MS4 permit to attend the mandatory NJDEP Stormwater Management Design Review course at least once every 5 years. They are required by the MS4 permit to also attend mandatory NJDEP training on amendments to the stormwater management rules at N.J.A.C. 7:8.

Municipal Board and Governing Body Members
Describe the training provided for members of the planning/zoning board and municipal council.
Within 6 months of joining town council or the planning or zoning board, each member is required under the MS4 permit to watch the NJDEP video titled, Asking the Right Questions in Stormwater Review https://nj.gov/dep/stormwater/asking_the_right_questions.html. *Each term thereafter, members are required to watch another NJDEP video from the choices provided on the stormwater training webpage:* *Stormwater Management Rules Applicability https://nj.gov/dep/stormwater/training.htm* *Stormwater Management Rules Planning https://nj.gov/dep/stormwater/training.htm* *Stormwater Management Rules Design & Performance https://nj.gov/dep/stormwater/training.htm* *Stormwater Management Rules Safety https://nj.gov/dep/stormwater/training.htm* *Stormwater Management Through General Permit for MS4s https://nj.gov/dep/stormwater/training.htm*

Training Records
Indicate the location of training records for the above required training.
Logs of all training including the type of training, date conducted, attendees and trainers are kept in the municipal clerk's office.

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
www.stormtwp.org/stormwaterpage	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	*30*
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	*2*
c. MS4 interconnections	*2*
d. MS4 storm drain inlets	*250*
e. MS4 manholes	*100*
f. Length of conveyance (channels, pipes, ditches, etc.)	*~20 miles*
g. MS4 pump stations	*0*
h. MS4 stormwater facilities (any that are not listed above)	*2*
i. Maintenance yard(s) and other ancillary operations	*2*
3. Describe how the municipality's outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).	
DPW staff coordinate with the Township Engineer every November to discuss any new major development projects happening around town throughout the year. All infrastructure being built for those projects is then mapped by Millie-Dexter Mapping Solutions, and the corresponding data is submitted to our MS4 Case Manager.	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
We plan to continue working with Millie-Dexter Mapping Solutions to complete the MS4 Infrastructure Map. Their staff will work with our DPW staff to locate and map all stormwater infrastructure around town until all infrastructure is mapped. Millie-Dexter Mapping Solutions staff will then convert all data into Shape files and submit it to our MS4 Case Manager before the mapping deadline of 01 Jan 2026.	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
Storm Township is gathering data to meet the requirements for the phase 1, Watershed Inventory Report, which is due and will be posted on our stormwater webpage by 01/01/2026. *We have been expanding on our stormwater infrastructure map to include these requirements. We have included the Storm Twp. Environmental Commission and other stakeholders in our discussions to identify opportunities for public participation and education sessions.*
2. Describe any regional projects or collaboration efforts with other municipalities.
We are also currently working with Arvin Borough's stormwater program staff on a joint project to improve the water quality of our shared waterways. *We have planned the following joint public information sessions regarding this project:* *29 October 2023 – Storm Township High School* *12 November 2023 – Arvin Borough Middle School* *20 December 2023 – Creek County Library* *27 December 2023 – Stormville Senior Center*
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
Logs of all comments received during public information sessions and minutes from meetings will be kept in the municipal clerk's office.