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MOTT MACDONALD

City of Elizabeth
Union County, New Jersey

Stormwater Pollution Prevention Plan

Tier A Municipal Separate Storm Sewer System
Permit Compliance Program

December 2018

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Union County, New Jersey

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**Tier A Municipal Separate Storm Sewer System
Permit Compliance Program**

December 2018

Issue and revision record

Revision	Date	Originator	Checker	Approver	Description
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Stormwater Pollution Prevention Plan

Signature Page

I certify that this SPPP includes all of the information and items identified in Attachment A of the Tier A Municipal Stormwater General Permit. All attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for purposely, knowingly, recklessly, or negligently submitting false information.

(Signature)

(Date)

John Gillespie
(Print Name)

Stormwater Program Coordinator
(Title)

1 Introduction

1.1 Background/Authorization

In December 1999 the United States Environmental Protection Agency (USEPA) issued Phase II Stormwater Rules to address pollutants entering municipal separate storm sewer systems, also referred to as "MS4s". To comply with USEPA requirements and goals of the stormwater program, the New Jersey Department of Environmental Protection (NJDEP) has developed the Municipal Stormwater Regulation Program which regulates all 566 Municipalities within the State.

As a result of the statewide Municipal Stormwater Regulation Program, the NJDEP has issued New Jersey Pollutant Discharge Elimination System (NJPDES) Authorization to Discharge No. NJG0151530 to the City of Elizabeth under the authority of the Tier A Municipal Stormwater General Permit No. NJ0141852 (Tier A MS4 General Permit), which was renewed with an effective date of January 1, 2018. The General Permit has mandatory elements that must be implemented to avoid possible enforcement action and penalties from the State. The General Permit requires that the City prepare this Stormwater Pollution Prevention Plan (SPPP) and the permit renewal required that the SPPP be updated. The purpose of the plan is to document SPPP team member assignments, scope of activities, schedule, and completion dates of tasks necessary to meet permit mandated Statewide Basic Requirements (SBRs). The SBRs were developed by NJDEP for prevention of nonpoint-source stormwater pollution in order to improve the quality of our surface and ground waters, the health of our ecosystems, and ultimately the quality of our lives.

1.2 Intended Use of SPPP

These MS4 areas are specifically addressed under the General Stormwater Permit and this SPPP. As given in Section 4, and in accordance with Section C of Attachment A in the General Tier A permit, areas serviced by Combined Sewer have been excluded from this SPPP.

Mott MacDonald (MM) has collaborated with City officials for the purpose of preparing the following SPPP Forms. Each form designates the supervisory person(s) for the tasks involved with that form and describes the actions by the City necessary for completing these tasks for the purpose of compliance with NJDEP's SBRs for stormwater pollution prevention. In addition, appendices for storage of appropriate documentation such as inspection forms and certifications are provided in the rear of this SPPP, which will act as the central location for all materials related to this SPPP.

1.3 Information/Actions Required to Complete SPPP

An SPPP is a living document that is intended to be updated with time to document inspections and changes in the system. A schedule is presented in Section 3.0 of this document that summarizes initial requirements described by the forms in Section 2.0 and timeframes for their implementation and/or completion. The Annual Report and Certification forms as well as illicit connection, and closeout investigation forms are provided in Section 5.0. In addition, there will be future amendments/forms and updates that will be required. Section 8 provides for an additional location in the document for future information and updates, as necessary.

2 SPPP Forms

- 2.1 SPPP Form 1 - SPPP Team Members**
- 2.2 SPPP Form 2 – Revision History**
- 2.3 SPPP Form 3 – Public Involvement and Participation Including Public Notice**
- 2.4 SPPP Form 4 – Public Education and Outreach**
- 2.5 SPPP Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program**
- 2.6 SPPP Form 6 – Ordinances**
- 2.7 SPPP Form 7 – Street Sweeping**
- 2.8 SPPP Form 8 – Catch Basin and Storm Drain Inlets**
- 2.9 SPPP Form 9 – Storm Drain Inlet Retrofitting**
- 2.10 SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations**
- 2.11 SPPP Form 11 – Employee Training**
- 2.12 SPPP Form 12 – Outfall Pipes**
- 2.13 SPPP Form 13 – Stormwater Facility Maintenance**
- 2.14 SPPP Form 14 – TMDL Info**
- 2.15 SPPP Form 15 – Optional Measures**

SPPP Form 1 – SPPP Team Members

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	<i>John Gillespie – Director Project Development, E'Town Services LLC. Stormwater Program Coordinator</i>
Office Phone # and eMail	<i>732-302-3170 dee.gillespie@amwater.com</i>
Signature/Date	
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	<i>Victor Vinegra – City Planner, Harbor Consultants Planning Board Review Coordinator</i>
Print/Type Name and Title	<i>Anthony Gallerano – Harbor Consultants Zoning Board Review Coordinator</i>
Print/Type Name and Title	<i>Raywant P. Sarran – Construction Official Post Construction Stormwater Management Coordinator</i>
Print/Type Name and Title	<i>Victor Vinegra – City Planner, Harbor Consultants Attachment D – Major Development Stormwater Summary Coordinator for Private Developments Projects</i>
Print/Type Name and Title	<i>Daniel Loomis – City Engineer Attachment D – Major Development Stormwater Summary Coordinator for Municipal Development Projects</i>
Other SPPP Team Members	
Print/Type Name and Title	<i>Raymond T. Bolanowski – First Assistant City Attorney Ordinance Coordinator</i>
Print/Type Name and Title	<i>Yolanda M. Roberts – City Clerk Public Notice Coordinator</i>
Print/Type Name and Title	<i>Kelly Martins – Public Information Officer Local Public Education Coordinator</i>
Print/Type Name and Title	<i>Marie Krupinski –Assistant Business Administrator Employee Training Coordinator</i>
Print/Type Name and Title	

SPPP Form 2 – Revision History

Please record changes to the signature page and updates to the approach taken to comply with the permit, e.g., new street sweeping frequency, change to shared services, etc.

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.	05/2010		ALL	<i>Revision to all forms due to permit renewal</i>
2.	12/2018		ALL	<i>Revision to all forms due to permit renewal</i>
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SPPP Form 3 – Public Involvement and Participation Including Public Notice

All records must be available upon request by NJDEP.

1. Website URL where the Stormwater Pollution Prevention Plan (SPPP) is posted online:	http://www.elizabethnj.org/pdfs/engineer/Elizabeth 2018 SPPP.pdf
2. Date of most current SPPP:	December 2018
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	http://www.elizabethnj.org/pdfs/engineer/Municipal Stormwater Mgmt Plan 2018.pdf
4. Date of most current MSWMP:	December 2018
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	<i>City Clerk in City Hall 50 Winfield Scott Plaza, Elizabeth, NJ 07201 (website is being updated)</i>
6. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program:	<p><i>For meetings where public notice is required under the Open Public Meeting Act (“Sunshine Law”, N.J.S.A. 10:4-6 et seq.), the City of Elizabeth provides public notice in a manner that complies with the requirements of the Act. In regard to the passage of ordinances, the City of Elizabeth provides public notices in a manner that complies with the requirements of N.J.S.A. 40:49-1 et seq. The newspaper of record for the City of Elizabeth is the Star Ledger. In addition, for municipal actions subject to public notices requirements in the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the City of Elizabeth complies with those requirements.</i></p> <p><i>City has made available to public the following MS4 documentation through its website:</i></p> <ol style="list-style-type: none">1. <i>Stormwater Pollution Prevention Plan</i>2. <i>City of Elizabeth Municipal Stormwater Management Plan</i>3. <i>Pet waste ordinance</i>4. <i>Wild life feeding ordinance</i>5. <i>Litter control ordinance</i>6. <i>Improper disposal of waste ordinance</i>7. <i>Yard waste ordinance</i>8. <i>Illicit connections ordinance</i>9. <i>Private storm inlet retrofitting ordinance.</i> <p><i>The City also maintains a Twitter page and a Facebook, as well as its municipal website. The City will use the social media platforms, the municipal website, or an advertisement in the City’s newspaper of record to post educational information and advertise public involvement and outreach activities pertaining to stormwater program education.</i></p>

SPPP Form 4 – Public Education and Outreach

All records must be available upon request by NJDEP.

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| 1. Describe how public education and outreach events are advertised. Include specific websites and/or physical locations where materials are available. |
|---|
1. Describe how public education and outreach events are advertised. Include specific websites and/or physical locations where materials are available.

The City also maintains a Twitter page and a Facebook, as well as its municipal website. The City will use the social media platforms, the municipal website, or an advertisement in the City's newspaper of record to post educational information and advertise public involvement and outreach activities pertaining to stormwater program education.

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| 2. Describe how businesses and the general public within the municipality are educated about the hazards associated with illicit connections and improper disposal of waste. |
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2. Describe how businesses and the general public within the municipality are educated about the hazards associated with illicit connections and improper disposal of waste.

As part of the City's public outreach program, outreach material will be made available to citizens. The education campaign will rely upon the City's website, Facebook, Twitter, brochures, print ads, website ads, drain markers and/or fact sheets to make citizens aware of hazards associated with illicit connections and improper disposal of waste. Additionally, target audiences with a high risk as a potential source, such as auto shops, mobile businesses, and commercial property owners/manger, etc. may receive specialized educational material.

Public education material will be mailed or e-mailed to every resident and business in Elizabeth highlighting hazards associated with illicit connections and improper disposal of waste

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| 3. Indicate where public education and outreach records are maintained. |
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3. Indicate where public education and outreach records are maintained.

Public Education materials and logs for the public events will be kept on record with the Local Public Information Officer at City Hall.

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

All records must be available upon request by NJDEP.

1. How does the municipality define 'major development'?

Major development is defined in the Stormwater Section of the City's Ordinance §13.24.020

"Major development" means any "development" that provides for ultimately disturbing one or more acres of land. Disturbance for the purpose of this rule is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting, or removing of vegetation.

2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?

All new development and redevelopment projects are subject to provisions of the City of Elizabeth Code of Ordinances, Title 17 – Land Development Code. The land use code incorporates all the provisions of New Jersey's Stormwater Management rules described in N.J.A.C. 7:8. In addition, residential projects are subject to New Jersey Residential Site Improvements Standards. The planning board engineer reviews development plans for compliance with applicable regulations including stormwater control ordinance and makes recommendations to the Planning and Zoning Boards. The Planning and Zoning Boards ensure that all new development and redevelopment plans are in compliance with the above regulations prior to issuing a final site plan or subdivision plan approval under the Municipal Land Use Law.

3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?

Municipal projects are subject to provisions of the City of Elizabeth Code of Ordinances, Title 17 – Land Development Code (includes Stormwater Control Ordinance) and any other applicable State, County or local regulations. The city's consulting engineer prepares development plans in compliance with city and state regulations. The office of city engineer oversees this process.

For any BMP required per N.J.A.C. 7:8, that is installed on City property in MS4 areas, the City of Elizabeth public works ensures adequate long-term operation as well as preventative and corrective maintenance (including replacement) of BMPs.

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

All records must be available upon request by NJDEP.

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| 4. Describe the process for reviewing major development project applications for compliance with the Stormwater Control Ordinance (SCO) and Residential Site Improvement Standards (RSIS). Attach a flow chart if available. |
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4. Describe the process for reviewing major development project applications for compliance with the Stormwater Control Ordinance (SCO) and Residential Site Improvement Standards (RSIS). Attach a flow chart if available.

All new plans for new development and redevelopment projects are reviewed by the appropriate personnel in various departments of the City for compliance with the stormwater management design requirements and BMP maintenance regulations. These recommendations are compiled by Planning/Zoning Board Review Coordinators and presented to the Planning or Zoning Board having jurisdiction over the project. The city's Planning and Zoning Board ensures that all new development and redevelopment plans follow the appropriate regulations prior to issuing a final site plan or subdivision plan approval. All or some of these recommendations become part of the board's approval resolution. The conditions of resolution are enforced by Post-Construction Stormwater Management Coordinator and City's code enforcement personnel.

5. Does the Municipal Stormwater Management Plan include a mitigation plan?	Yes.
6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?	<i>Development applications approved are tracked by the Planning Board Review Coordinator.</i>

SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

Ordinance permit cite IV.B.1.b.iii	Date of Adoption	Website URL	Was the DEP model ordinance adopted without change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i	9/13/2005	https://library.municipalcode.com/nj/elizabeth/codes/code_of_ordinances §13.20.040	Yes.	<i>Elizabeth Police Department and/or the department of health and human services and/or the department of public works</i>
2. Wildlife Feeding permit cite IV.B5.a.ii	9/13/2005	https://library.municipalcode.com/nj/elizabeth/codes/code_of_ordinances §13.20.020	Yes.	<i>Elizabeth Police Department and/or the department of health and human services and/or the department of public works</i>
3. Litter Control permit cite IV.B5.a.iii	9/13/2005	https://library.municipalcode.com/nj/elizabeth/codes/code_of_ordinances §8.32	No.	<i>Elizabeth Police Department and/or the department of health and human services and/or the department of public works</i>
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	8/22/2006	https://library.municipalcode.com/nj/elizabeth/codes/code_of_ordinances §13.20.020 §13.20.030	Yes.	<i>Elizabeth Police Department and/or the department of health and human services and/or the department of public works</i>
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	9/13/2005	https://library.municipalcode.com/nj/elizabeth/codes/code_of_ordinances §13.20.020.D	No.	<i>Elizabeth Police Department and/or the department of health and human services and/or the department of public works</i>
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	5/26/2009	https://library.municipalcode.com/nj/elizabeth/codes/code_of_ordinances §17.44.060	No.	<i>the department of planning and community development, the department of health and human services, department of public works and/or the city police department</i>

SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	8/22/2006, amended 11/20/2006	https://library.municode.com/nj/elizabeth/codes/code_of_ordinances §13.24	Yes.	<i>the department of planning and community development, the department of health and human services, department of public works and/or the city police department</i>
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	9/13/2005	https://library.municode.com/nj/elizabeth/codes/code_of_ordinances §13.20.020.B.	Yes.	<i>Elizabeth Police Department and/or the department of health and human services and/or the department of public works</i>
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	5/26/2009	https://library.municode.com/nj/elizabeth/codes/code_of_ordinances §8.16.060	Yes.	<i>the construction official and health officer of the city</i>

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

Ordinances may be enforced in different manners and are potentially multi-jurisdictional.

For example, as described at Ordinance §8.36.130; the recycling coordinator, police department, department of public works, department of health, welfare and housing, or designees, the Union County regional environmental health commission or designee, and the Union County utilities authority are empowered and authorized to enforce the recycling provisions.

Records of violations issued are maintained by the City of Elizabeth and reported as needed to the NJDEP in the City's Annual Inspection and Recertification Report.

SPPP Form 7 – Street Sweeping

All records must be available upon request by NJDEP.

1. Provide a written description or attach a map indicating which streets are swept as required by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.

The City of Elizabeth has an existing program to sweep every street owned by the city every week, with alternating sides of the street being swept on different days during the week. Street sweeping is performed by department of public works.

2. Provide a written description or attach a map indicating which streets are swept that are NOT required to be swept by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.

Majority of areas in City of Elizabeth are served by a Combined Sewer System and are excluded from this NJPDES permit. The MS4 areas of the city are shown on Map in Section 4. However, city has a sweeping program for all street in its jurisdiction.

3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.

The City of Elizabeth does not provide sweeping services for any other municipalities.

4. Indicate the location of records, including sweeping dates, areas swept, number of miles swept and total amount of wet tons collected each month. Note which records correspond to sweeping activities beyond what is required by the NJPDES permit, i.e., sweepings of streets within the municipality that are not required by permit to be swept or sweepings of streets outside of the municipality.

The street sweeping records are kept at City's Public Works Department.

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

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| 1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance. |
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1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.

The schedule for catch basin and storm drain inlet inspection is once a year. The cleaning and maintenance schedule for catch basins and storm drains is dependent upon inspection and operates on an as needed basis determined by inspection and the sewer system complaint call response.

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| 2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc. |
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2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.

The locations of catch basins and storm drain inlets with recurring problems is monitored through the sewer system complaint call response and hot spot location service. The attached map (Figure 4) shows reoccurring problem areas and hot spots.

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| 3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized. |
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3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.

Measures taken to address issues for catch basins and storm drain inlets with recurring problems include cleaning of the inlet or drain using various methods, and complete replacement of the inlet or drain if cleaning methods failed to work and the problems continue to reoccur.

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| 4. Describe the inspection schedule and maintenance plan for storm drain inlet labels on storm drains that do not have permanent wording cast into the design. |
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4. Describe the inspection schedule and maintenance plan for storm drain inlet labels on storm drains that do not have permanent wording cast into the design.

For the inlets without permanent wording cast into the design, inspection and maintenance is maintained yearly with the following condition - All road improvement programs that work on roads containing inlets without permanent wording cast into the design, replace the old inlets with new eco-grate inlets that contain casted permanent wording. Castings are also replaced if inlet is repaired

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| 5. Indicate the location of records of catch basin and storm drain inlet inspections and the wet tons of materials collected during catch basin and storm drain inlet cleanings. |
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5. Indicate the location of records of catch basin and storm drain inlet inspections and the wet tons of materials collected during catch basin and storm drain inlet cleanings.

Records of catch basin and storm drain inlet inspections and wet tons of material collected during catch basin and storm drain inlet cleaning are contained in the E'Town Services monthly reports, copies of which are kept at Department of Public Works.

SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

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| 1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted. |
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1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.

The procedure for ensuring that municipally owned storm drain inlets are retrofitted to meet NJPDES permit conditions is coordinated through the Road Improvement programs. As part of this program, any non-compliant storm drain inlets that are part of road improvement work are replaced. In addition, any storm drains repaired or replaced by E'Town Services are also retrofitted to meet NJPDES permit conditions.

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| 2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets. |
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2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.

The inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets is part of the yearly inlet inspections.

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| 3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted. |
|---|
3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.

The City of Elizabeth enforces municipal ordinance §17.44.060 which states the following design standard for private property storm drain inlets: 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:

a. 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); or

b. A different grate, if each individual clear space in that grate has an area of no more than seven square inches, or is no greater than 0.5 inches across the smallest dimension. 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.

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| 4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets. |
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4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.

This section shall be enforced by the department of planning and community development, the department of health and human services, department of public works and/or the city police department.

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

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

Address of municipal yard or ancillary operation:

Elizabeth DPW

400 Atlantic Street, Elizabeth, NJ

The facility consists of an enclosed public works building, two salt domes (6,700 tons & 1,600 tons) and a parking lot for maintenance vehicles.

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

Raw materials – *None*

Intermediate products – *None*

Final products – *None*

Waste materials – *None*

By-products – *None*

Machinery – *Municipal Maintenance Vehicles*

Fuel – *None*

Lubricants – *Used Oil Ast – 275 gals (with secondary containment)*

Solvents – *Small individual containers, stored indoors*

Detergents related to municipal maintenance yard or ancillary operations – *None*

Other –

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

For each category below, describe the best management practices in place to ensure compliance with all requirements in permit Attachment E. If the activity in the category is not applicable for this location, indicate where it occurs.

Indicate the location of inspection logs and tracking forms associated with this municipal yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.

1. Fueling Operations

No fueling operations

2. Vehicle Maintenance

Vehicle maintenance is performed indoors

3. On-Site Equipment and Vehicle Washing

See permit attachment E for certification and log forms for Underground Storage Tanks.

Vehicle washing is performed indoors. Wash water is filtered through an oil/water separator and is discharged to a combined sewer system.

4. Discharge of Stormwater from Secondary Containment

Secondary containment has a valve and drains to a catch basin. The catch basin drains to tidal part of the Elizabeth River.

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

5. Salt and De-Icing Material Storage and Handling

All salt and solid de-icing materials are stored within two permanent domed structures. The smaller structure has approximately 1,600 tons capacity. The larger structure has approximately 6,700 tons capacity. Both structures have permanent foundations, impermeable floors and are completely walled off.

There are two five thousand gallons tanks containing liquid calcium chloride and one five thousand gallon tank containing brine. Both tanks are single wall polyethylene bulk storage tanks and are stored in a block wall containment.

6. Aggregate Material and Construction Debris Storage

None

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

Street sweepings are stored in three sided concrete bins for disposal

8. Yard Trimmings and Wood Waste Management Sites

None

9. Roadside Vegetation Management

None

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

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

Address of municipal yard or ancillary operation:

Elizabeth Recycling Yard

533 Trenton Ave, Elizabeth, NJ

The facility consists of a fenced off portion of Trenton Avenue

.

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

Raw materials – *None*

Intermediate products – *None*

Final products – *None*

Waste materials –

3 cubic yard container for used cooking oil

1-360 gals Used oil AST (closed top double wall)

2- 55 gal drums for storing used oil

2-20 cubic yard open dumpsters for Bottles & Cans – Comingled (Glass, Plastic & Aluminum)

1-20 cubic yard open dumpster for Concrete

1-20 cubic yard closed (Barntop) dumpster for Newspapers

1-20 cubic yard closed (Barntop) dumpster for Mixed Paper

2-40 cubic yard closed top with access hatch dumpsters for Cardboard

2-40 cubic yard closed top with access hatch dumpsters for Vegetative Waste

2-40 cubic yard closed top with access hatch dumpsters for Metal

1-43 ft Sealand Container for Electronics

1-43 ft Sealand Container for Supplies/Storage

2-20 ft Sealand Containers for Supplies/Storage

1-20 ft Sealand Container for Fluorescent Bulbs

1-43 ft tractor trailer container for Leaf Bags

2-43 ft tractor trailer containers for Supplies / Storage

1-43 ft tractor trailer container for Tires

Municipality Name / County / NJPDES # / Date

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

By-products – *None*

Machinery – *Front End Loader*

Fuel – *None*

Lubricants –

Solvents – None

Detergents related to municipal maintenance yard or ancillary operations – *None*

Other – *1 – 48 ft x 10 ft Trailer for Staff.*

For each category below, describe the best management practices in place to ensure compliance with all requirements in permit Attachment E. If the activity in the category is not applicable for this location, indicate where it occurs.

Indicate the location of inspection logs and tracking forms associated with this municipal yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.

1. Fueling Operations

No fueling operations

2. Vehicle Maintenance

No Vehicle Maintenance

3. On-Site Equipment and Vehicle Washing

See permit attachment E for certification and log forms for Underground Storage Tanks.

No vehicle washing

Municipality Name / County / NJPDES # / Date

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

4. Discharge of Stormwater from Secondary Containment
<i>No Secondary Containments</i>
5. Salt and De-Icing Material Storage and Handling
<i>No Salt Storage</i>
6. Aggregate Material and Construction Debris Storage
<i>Concrete waste material is stored in 20 cubic yard dumpsters</i>
7. Street Sweepings, Catch Basin Clean Out and Other Material Storage
<i>Not applicable</i>
8. Yard Trimmings and Wood Waste Management Sites
<i>Stored in 40 cubic yard container</i>
9. Roadside Vegetation Management
<i>Stored in 40 cubic yard container</i>

Municipality Name / County / NJPDES # / Date

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

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

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

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

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

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

SPPP Form 12 – Outfall Pipes

All records must be available upon request by NJDEP.

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

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

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

Outfall pipe inspection occurs once every 5 years for all MS4 owned by the City of Elizabeth. E'town services (city contractor) is responsible for outfalls inspections. E'town service maintains inspection logs and copies are sent to the city.

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

During field inspection for city's MS4 outfalls and illicit connection elimination activities, the area downstream of outfalls is checked for erosion and signs of scour. If a problem is identified, repairs are made based on the guidelines from the new jersey manual of Soil Erosion and Sediment Control Standards dated July 2017 or most current edition. The repair records include date, location, and type of repair. The records are maintained by E'town services and copies are sent to the city.

SPPP Form 12 – Outfall Pipes

All records must be available upon request by NJDEP.

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

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

The City of Elizabeth conducted an initial inspection of all MS4 outfalls during the mapping process. The DEP Illicit Connection Inspection Report Form was utilized as appropriate during these inspections, and a copy of each form kept with the SPPP records. The outlets were inspected during dry weather conditions. No outfall pipes that were found to have dry weather flow other than groundwater (as determined by inspection or testing as deemed appropriate), or evidence of an intermittent non-stormwater flow. If dry weather flows are observed during future inspections, they will be rechecked again to locate the illicit connection. If the City of Elizabeth is able to locate the illicit connection (and the connection is within the City of Elizabeth) the suspected responsible party will be notified to remove the illicit connection. If cooperative compliance is not forthcoming, the responsible party will be cited under applicable laws and legal action pursued. An appropriate record of the matter will be included in the City of Elizabeth's Annual Report and Certification. If after the appropriate amount of investigation, the City is unable to locate the source of the illicit connection, a Closeout Investigation Form will be submitted with our Annual Inspection and Recertification. If an illicit connection is found to originate from another public entity, the City will report the illicit connection to the Department of Environmental Protection. The records are maintained by E'town services and copies are sent to the city.

SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

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

The following facilities are maintained by the City Public Works department(PW) or its contractor E'town Services(ETS).

Obrien Field (PW)

Kenah Field (PW)

Marina (PW)

City Yard (PW)

Arch Street Stormwater Pumping Station (ETS)

Verona Ave /Gebhardt Ave Stormwater Pumping Station (ETS)

Elizabeth River Flood Control Project & Pump Stations (ETS)

The city is in the process of evaluating its long-term maintenance plans. This SPPP will be updated once the plans are formalized.

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

City Ordinance Section 13.24.100.B.10

In the event that the stormwater management facility becomes a danger to public safety or public health, or if it is in need of maintenance or repair, the municipality shall so notify the responsible person in writing. Upon receipt of that notice, the responsible person shall have fourteen (14) days to effect maintenance and repair of the facility in a manner that is approved by the municipal engineer or his or her designee. The municipality, in its discretion, may extend the time allowed for effecting maintenance and repair for good cause. If the responsible person fails or refuses to perform such maintenance and repair, the municipality or county may immediately proceed to do so and shall bill the cost thereof to the responsible person.

SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

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

The City of Elizabeth contracts operation and maintenance of the combined sewer system and MS4 to E'town Services LLC. All records are maintained by E'Town Services and monthly reports are provided to the City of Elizabeth.

Department of Public works handles operation and maintenance for Obrien field, Kenah field, Marina, and City yard. The records for these sites are maintained by the Department of Public Works.

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

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

SPPP Form 14 – Total Maximum Daily Load Information

All records must be available upon request by NJDEP.

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

Based on the review of TMDL report via link provided by NJDEP, parts of City of Elizabeth are in the contributing area for the impaired stream segment identified as "1393350". the following TMDLs have been identified for the City of Elizabeth.

- 1) *Fecal Coliform: Elizabeth River watershed upstream of intersection with Rahway Avenue. A map the contributing area is included in section 4 of this report.*

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

1. *City already has ordinances and enforcement plans in place for proper pet waste disposal, wildlife feeding, and illicit connections. City will add related public education programs to highlight issues that cause migration of fecal coliform to Elizabeth River through stormwater runoff.*
 2. *City has combined sewer system. City is currently working on a long-term control with NJDEP for pathogen removal from city outflows. This will also result in reduction of fecal coliforms in stormwater runoff.*

SPPP Form 15 – Optional Measures

All records must be available upon request by NJDEP.

- | |
|---|
| 1. Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution. |
|---|
1. Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution.

Total Maximum Daily Loads: Fecal Coliform

The City of Elizabeth was issued NJPDES permit for Combined Sewer Management with an effective date of July 1, 2015. This permit identified pathogens as the pollutant of concern associated with combined sewers. As required by the permit, the City is preparing a CSO Long Term Control Plan (LTCP) to address the impact of combined sewers on the receiving waters' quality. The LTCP will be submitted by June 30, 2020. As part of this effort the City has been conducting public outreach to schools and at community events, it has also formed a Supplement CSO Team in partnership with local community organizations to educate and involve the public. Extensive work was done to characterize the City's collection system, both in terms of physical assets and water quality. The City has also partnered with other municipalities and utility authorities to conduct sampling and modeling of the receiving water to better understand the sources of pollutants and to identify potential benefits of actions taken to reduce pollution. The City is in the process of developing alternatives to reduce pollutant loadings, following the evaluation of alternatives the LTCP will be prepared with proposed projects and a timeline for completion.

Map

City is in the process of developing a GIS system that will show all city stormwater collection and conveyance system including outfalls. The GIS system will compile information based on the guidelines provide by NJDEP at http://www.nj.gov/dep/dwq/msrp_map_aid.htm.

- | |
|---|
| 2. Has the permittee adopted a Refuse Container/Dumpster Ordinance? |
|---|
2. Has the permittee adopted a Refuse Container/Dumpster Ordinance?

The city has adopted and is enforcing the following ordinances that require use dumpster and containers for refuse disposal.

1. *Ordinance Section 8.8.16 Demolition Containers, Dumpsters and Roll-off Shipping containers.*
2. *Ordinance Section 8.32 – Containerized yard waste/yard waste collection program*

3 Schedule

3.1 Required Actions and Schedule

The SPPP has a series of required actions over the life of the plan. Some of these are one-time actions such as adopting an ordinance; others such as the annual inspection will require continued attention and/or updating as part of ongoing municipal operations and maintenance. Each required action has a regulatory date by which it either needs to begin or be implemented based on the effective date of permit authorization (EDPA). Required actions are described in forms, provided in Section 2. A general schedule for required actions is presented in the attached Table as well as a summary of Tier A Municipal Statewide Basic Requirements (SBRs) provided by NJDEP when the Permit was initially established. Elizabeth has implemented the actions and ordinances required by the initial permit. The required ordinance for refuse containers, private catch basin retrofit, and fertilizer management were adopted on 5/26/2009. The remaining requirements are implemented through updates to this SPPP.

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

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

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

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

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

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

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

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

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

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

4 Maps

4.1 Municipal Section Map

The attached Figure 1 shows the Tier A Municipality's MS4 areas. These MS4 areas are specifically addressed under the General Stormwater Permit and this SPPP. In accordance with Section C, of Attachment A of the tier A Permit; all other stormwater facilities owned by the municipality are in combined sewer service areas and are excluded from the SPPP.

4.2 TMDL Contributing Areas

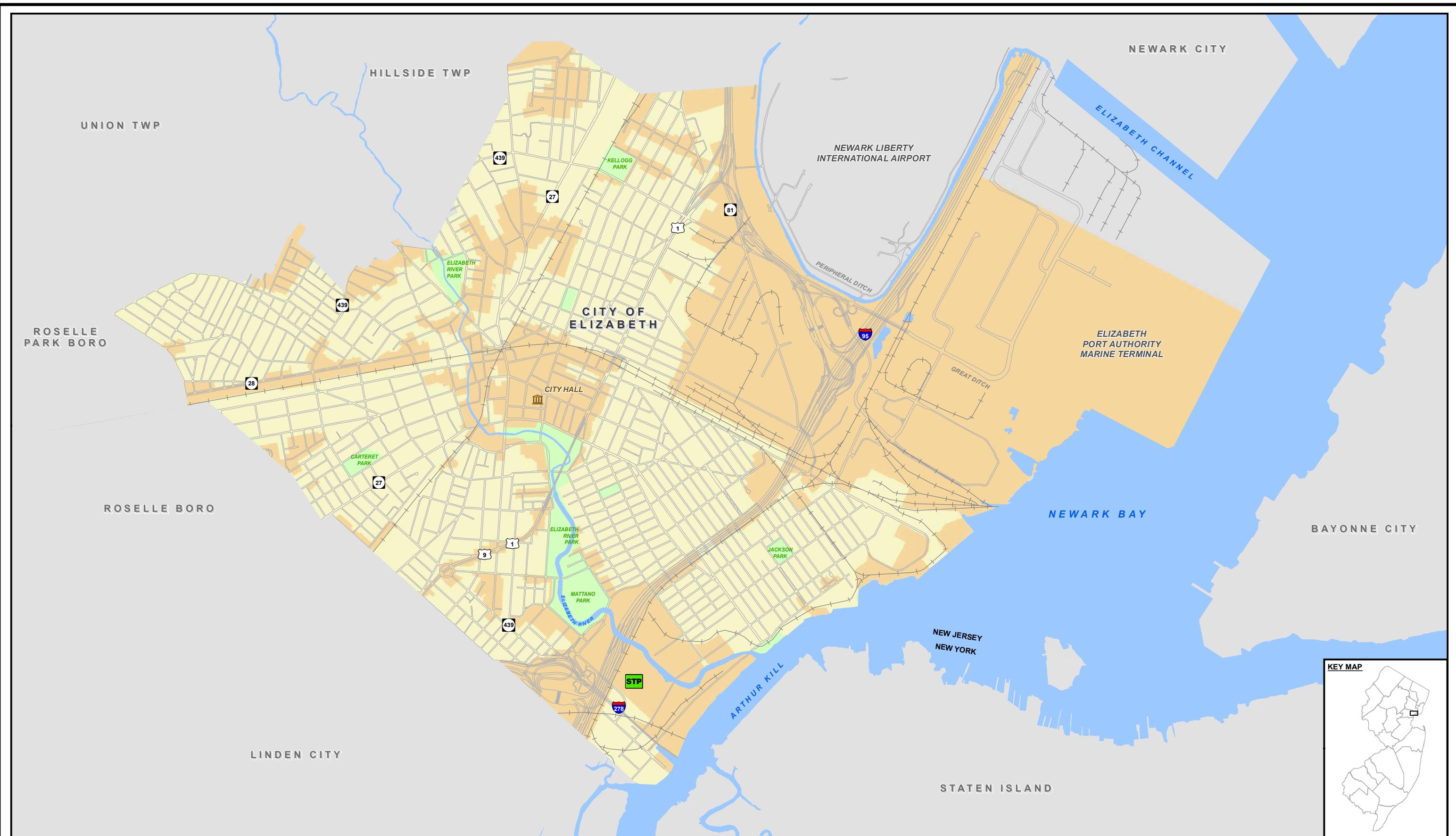
Based on the review of the TMDL report, parts of the City of Elizabeth are in the contributing area for the impaired stream segment identified as "1393350". Figure 2 shows the contributing area to that segment of Elizabeth River under City's Jurisdiction.

4.3 Storm System Recurring Problem Areas

The city maintains a call and response system for any complaints of flooding or blockages in the city sewer system. Attached Figure 3, shows the areas where city received multiple complaints about the system during the year 2017.

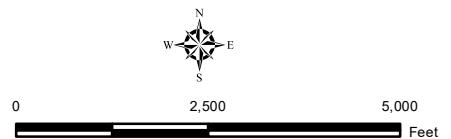
4.4 MS4 Outfalls Map

The attached Figure 4 shows MS4 outfalls receiving runoffs from the city. There are 174 MS4 outfalls locations shown on the map. A table is included to relate outfall ID on the map to the location of the outfall and the receiving water body.



Legend

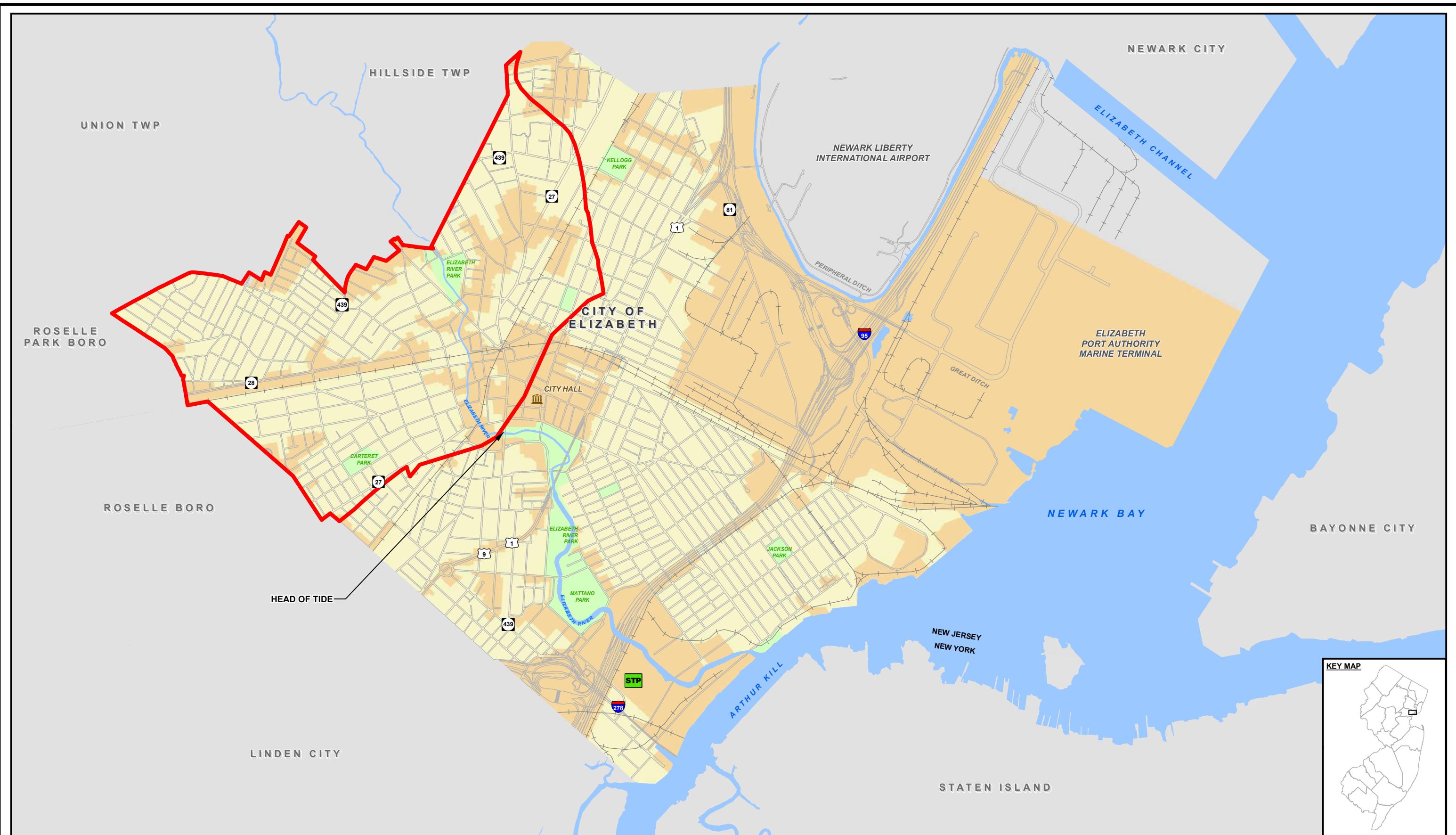
STP	JMEUC Treatment Plant	Storm Water Flow Delinations
	Elizabeth City Hall	
	Municipal Boundary	
	State Boundary	
	Water Bodies	



Map Document: (P:\393564\GIS\MD\Figure1.mxd)
12/27/2018 4:01:50 PM SID85848

CITY OF ELIZABETH UNION COUNTY, NEW JERSEY		STORMWATER POLLUTION PREVENTION PLAN			
FIGURE 1 COMBINED & SEPERATE SEWER SYSTEM AREAS					
111 Wood Avenue South Iselin, New Jersey 08830-4112					
Designed MM	Drawn MM	Checked ZS	Approved AG	Date 12/27/2018	

M
MOTT
MACDONALD

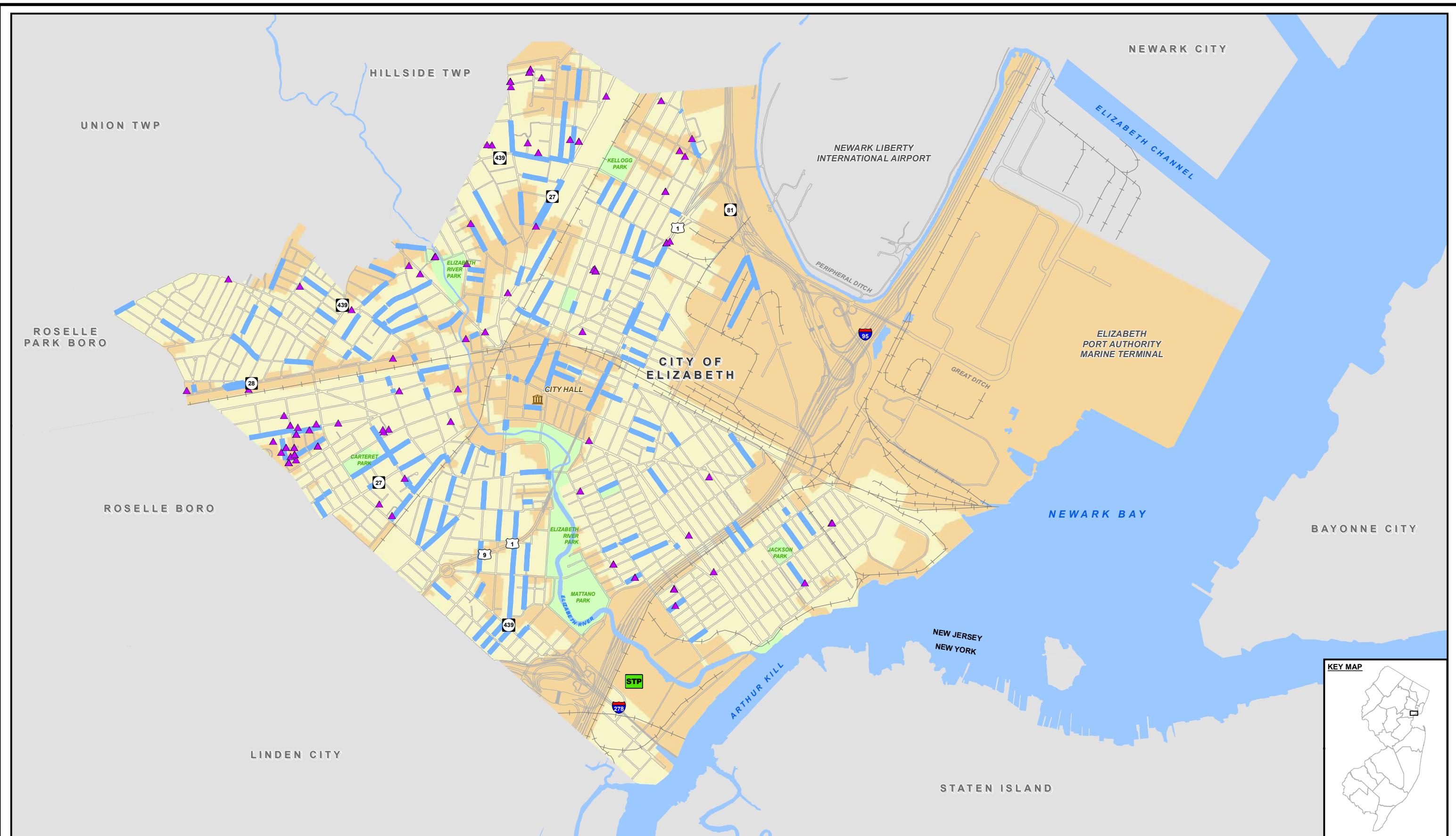


0 2,500 5,000 Feet

M MOTT MACDONALD	CITY OF ELIZABETH UNION COUNTY, NEW JERSEY
FIGURE 2 TOTAL MAXIMUM DAILY LOAD CONTRIBUTORY AREA	
111 Wood Avenue South Iselin, New Jersey 08830-4112	Designed MM Drawn MM Checked ZS Approved AG Date 12/27/2018



 MOTT MACDONALD	CITY OF ELIZABETH UNION COUNTY, NEW JERSEY STORMWATER POLLUTION PREVENTION PLAN		
FIGURE 3 STORM WATER OUTFALL MAP			
111 Wood Avenue South Iselin, New Jersey 08830-4112	Designed MM	Drawn MM	Checked ZS
Approved AG	Date 12/27/2018		


Legend

	JMEUC Treatment Plant		Sewer Problem
	Edge Of Pavement		
	Sewer Problem		
	Municipal Boundary		
	State Boundary		
	Water Bodies		
	Storm Water Flow Delineations		
	CSO Sewer		
	MS4 Sewer		



0 2,500 5,000 Feet

M MOTT MACDONALD	CITY OF ELIZABETH UNION COUNTY, NEW JERSEY STORMWATER POLLUTION PREVENTION PLAN
111 Wood Avenue South Iselin, New Jersey 08830-4112	FIGURE 4 SEWER PROBLEM AREAS
Designed MM Drawn MM Checked ZS Approved AG Date 12/27/2018	

City of Elizabeth - MS4 Outfall Locations				
No.	Outfall ID	Northing	Easting	Location Description
1	ER101	668054.0503	570165.2598	Crane St @ Elizabeth River
2	ER031	663962.2402	572532.3912	East of South Pearl St @ Elizabeth River
3	GD003	667329.8260	579384.8352	Dowd Avenue
4	ER088	667166.4605	570151.6420	West Jersey Ave @ Elizabeth River
5	AK001	658883.3183	577355.4701	Elizabethport Reach
6	WP001	664651.9088	565187.2402	Warinanco Park Lake
7	AK002	660810.8318	579667.2362	Broadway & Front St
8	ER046	665449.5765	572737.9062	Sayre Ln @ Elizabeth River
9	ER023	661406.1751	572591.5230	East of Arnett St @ Elizabeth River
10	ER018	661020.9987	573910.1571	Trenton Ave Bridge
11	ER134	670853.1277	569207.3004	Service Rd & Trotters Ln
12	PD014	673055.6426	577601.4372	West of Route 1 @ Peripheral Ditch
13	ER067	666061.2678	570503.9038	Rahway Ave Bridge
14	ER064	666023.4119	570529.9431	Rahway Ave Bridge
15	PD013	673035.1650	577600.5769	West of Route 1 @ Peripheral Ditch
16	ER095	667739.2589	570184.1813	West Grand St Bridge
17	ER098	667769.8799	570179.9664	West Grand St Bridge
18	ER097	667776.2533	570223.3269	West Grand St Bridge
19	ER077	666645.7860	570105.2530	Murray St Bridge
20	ER075	666615.3953	570113.4065	Murray St Bridge
21	ER078	666662.6892	570161.3369	Murray St Bridge
22	ER074	666626.5249	570170.1230	Murray St Bridge
23	ER066	666046.3056	570444.9689	Rahway Ave Bridge
24	ER058	665793.8753	571107.4137	South Broad St Bridge
25	ER096	667761.5456	570224.7980	West Grand St Bridge
26	ER076	666644.7667	570162.7158	Murray St Bridge
27	ER057	665787.8396	571162.7299	West Grand St Bridge
28	ER034	664215.9421	572488.5547	Montgomery St & Pearl St
29	ER050	665812.6492	572127.9796	Bridge St Bridge
30	AK004	662555.5242	583431.4905	Southeast of Slater Dr @ Newark Bay
31	ER033	664062.0668	572473.8880	East of South Pearl St @ Route 1 Bridge
32	ER037	664632.8649	572429.3609	South Pearl St & South St
33	ER038	664794.1739	572430.4587	South St Bridge

City of Elizabeth - MS4 Outfall Locations				
No.	Outfall ID	Northing	Easting	Location Description
34	ER054	665776.1467	571335.4474	East of South Bridge St @ Elizabeth River
35	GD004	668173.0471	578742.3860	Evans St & Dowd Ave @ Great Ditch
36	ER051	665877.3456	572094.1874	Bridge St Bridge
37	AK003	661878.9448	582447.9281	South of Slater Dr
38	ER094	667703.9237	570230.8276	West Grand St & Prince St
39	AK006	664234.9073	585275.5055	Jersey Gardens Blvd
40	PD006	669880.1654	579946.2343	North Avenue
41	PD005	669712.1391	580276.0847	North Avenue
42	PD003	669405.3533	580876.6242	North Avenue
43	PD001	669330.0835	581039.7820	North Avenue
44	PD002	669403.1125	580881.2456	North Avenue
45	ER089	667209.8922	570149.6571	West Jersey Ave Bridge
46	ER087	667143.5990	570095.2018	West Jersey Ave Bridge
47	ER004	658939.3070	575707.0036	Amboy Ave @ Elizabeth River
48	PD004	669541.7212	580671.5150	North Avenue
49	ER133	670842.0926	569209.8312	Trotters Ln & Service Rd
50	ER019	660815.9037	573756.6283	Mattano Park Pumping Station
51	ER009	660039.2700	574822.2990	North of South Second St @ Elizabeth River
52	ER014	660294.2922	574136.7915	Trenton Ave Pumping Station
53	ER028	663111.2130	573088.8304	Amity St @ Elizabeth River
54	ER041	664899.2925	572697.0726	US Route 1 & 9 Overpass
55	ER043	665103.0247	572956.2719	South Spring St
56	ER042	665050.2357	572951.9537	South Spring St
57	ER109	669056.5929	570055.0832	Morris Ave Bridge
58	ER110	669085.1581	570083.0746	Morris Ave Bridge
59	ER113	669333.7931	570115.0433	West of Union Ave @ Elizabeth River
60	ER117	669548.1349	569936.0713	Irvington Ave Bridge
61	ER116	669494.7393	569922.8085	Irvington Ave Bridge
62	ER132	670628.7010	569361.4441	Parker Rd & Service Rd
63	ER131	670599.2883	569423.0090	Parker Rd & Trotters Ln
64	ER108	668825.8069	569916.0638	Sayre St & Lowden St
65	GD009	669658.8489	578679.6305	West of Dowd Ave @ Great Ditch
66	GD008	669239.8081	578783.3075	West of Dowd Ave @ Great Ditch

City of Elizabeth - MS4 Outfall Locations				
No.	Outfall ID	Northing	Easting	Location Description
67	GD007	668533.2111	578929.4883	West of Dowd Ave & Evans St
68	GD006	668280.4330	578978.4465	West of Dowd Ave & Evans St
69	GD005	668276.2664	578959.0020	West of Dowd Ave & Evans St
70	ER005	659267.0774	575615.7171	South Second Street Pumping Station
71	ER104	668382.2763	569983.9038	Westfield Ave Bridge
72	ER005	659260.9616	575620.5179	South Second Street Pumping Station
73	ER002	659700.2136	577387.6548	South First St
74	ER003	659573.7487	577064.3890	South First St & 3rd Ave
75	ER001	659817.9099	577993.9118	South Front St @ Elizabeth River
76	ER006	659197.5102	575240.3129	Trenton Ave Pumping Station
77	ER008	659735.0853	574975.0871	Joint Meeting Treatment Plan
78	ER010	660020.2596	574553.4895	Elizabeth River Under NJ Turnpike
79	ER011	660033.7691	574526.0513	Elizabeth River Under NJ Turnpike
80	ER016	660475.5336	574198.1149	Elizabeth River Under NJ Turnpike
81	ER012	660073.8444	574433.6574	Elizabeth River Under NJ Turnpike
82	ER013	660210.0597	574475.7236	Elizabeth River Under NJ Turnpike
83	ER017	660465.3223	574076.1827	Trenton Ave Pumping Station
84	ER020	660880.7880	573607.1190	West of Trenton Ave @ Elizabeth River
85	ER021	660683.2550	573311.0684	West of Trenton Ave @ Elizabeth River
86	ER024	661532.9075	572739.7435	South of Summer St Bridge
87	ER022	660962.9857	572777.0262	Arnett St & Clifton St
88	ER025	662498.6647	572639.6587	West of Clarkson Ave @ Elizabeth River
89	ER026	662557.3021	572919.3353	Niles St & 5th Ave
90	ER027	662950.2905	572924.4482	West of Clarkson Ave @ Elizabeth River
91	ER029	663499.3009	572822.5412	West of Clarkson Ave @ Elizabeth River
92	ER030	663704.3789	572841.6386	South 7th St @ Elizabeth River
93	ER032	664089.4194	572624.6390	High St @ Elizabeth River
94	ER015	660450.4237	574210.0243	Elizabeth River Under NJ Turnpike
95	ER047	665445.2569	572672.1754	Elizabeth Ave @ Elizabeth River
96	ER049	665681.4330	572505.6127	Elizabeth Ave @ Elizabeth River
97	ER048	665638.0289	572478.8710	Pearl St @ Elizabeth River
98	ER035	664324.6726	572532.5848	4th Ave & Centre St
99	ER036	664446.2780	572509.4106	Under US Route 1 @ Elizabeth River

City of Elizabeth - MS4 Outfall Locations				
No.	Outfall ID	Northing	Easting	Location Description
100	ER039	664843.2316	572449.2483	South St Under US Route 1 Bridge
101	ER040	664885.4956	572602.3084	South St North of US Route 1 Bridge
102	ER044	665105.0965	572904.7389	West of South Pearl St @ Elizabeth River
103	ER052	665869.9867	571813.5826	West of Bridge St @ Elizabeth River
104	ER055	665828.7663	571282.6594	East of South Broad St @ Elizabeth River
105	ER062	665832.0498	570620.6460	Rahway Ave & Burnet St
106	ER060	665831.5075	570813.5715	South of Rahway Ave @ Elizabeth River
107	ER059	665847.1416	571071.0270	West of South Broad St @ Elizabeth River
108	ER053	665775.6572	571352.9716	East of South Broad St @ Elizabeth River
109	ER069	666143.6519	570373.9838	North of Rahway Ave @ Elizabeth River
110	ER070	666232.1274	570299.9993	North of Rahway Ave @ Elizabeth River
111	ER072	666414.8984	570194.2118	Cherry St & Murray St
112	ER073	666576.3872	570127.4341	Cherry St & Murray St
113	ER079	666755.3652	570083.3498	North of Cherry St & Murray St
114	ER081	666925.8173	570151.5548	South of West Jersey Ave & Sterling Pl
115	ER082	666976.0403	570105.0037	South of West Jersey Ave & Sterling Pl
116	ER091	667419.0955	570109.4312	North of West Jersey Ave & Cherry St
117	ER090	667400.5168	570151.4399	North of West Jersey Ave & Price
118	ER092	667556.7530	570166.3828	West Grand St & Price St
119	ER093	667674.6852	570179.7014	West Grand St & Elizabeth River
120	ER100	667922.6578	570190.7909	West Grand St & Elizabeth River
121	ER099	667820.7912	570174.6016	West Grand St & Elizabeth River
122	ER102	668119.8438	570095.9167	East of Westfield Ave & Cherry St
123	ER103	668237.4571	570064.1967	West of Harrison St & Westfield Ave
124	ER114	669413.9285	569992.7063	South of Westfield Ave @ Elizabeth River
125	ER115	669458.5727	570007.1029	Irvington Ave Bridge
126	ER118	669688.1950	569775.9528	North of Irvington Ave Bridge
127	ER121	669877.6136	569624.0417	East of Morris Ave & Elm St
128	ER123	670035.4325	569548.8073	West of Irvington Ave & Oakwood Pl
129	ER127	670221.6627	569448.9193	East of Morris Ave & Stiles St
130	ER128	670306.5825	569485.4833	West of Irvington Ave & Elmwood Pl
131	ER129	670376.6290	569483.0095	West of Irvington Ave & Elmwood Pl
132	ER135	670964.5051	569166.5452	Trotters Ln & Service Rd

City of Elizabeth - MS4 Outfall Locations				
No.	Outfall ID	Northing	Easting	Location Description
133	ER130	670476.4096	569428.6743	East of Morris Ave & Parker Rd
134	ER119	669785.5389	569750.8551	West of Irvington Ave & Price St
135	ER111	669125.9766	570074.3131	Morris Ave Bridge @ Elizabeth River
136	ER063	665908.7189	570619.5200	South of Rahway Ave Bridge
137	ER124	670043.3435	569543.7860	West of Irvington Ave & Oakwood Pl
138	ER120	669811.3036	569726.9893	West Irvington Ave & Prince St
139	ER080	666783.8320	570134.1726	West of Murray St & Sterling Pl
140	ER122	670009.5405	569565.4418	West of Irvington Ave & Prince St
141	ER056	665787.9931	571190.5983	South Broad St Bridge
142	ER045	665213.2794	572932.8176	US Highway 1 Bridge
143	ER107	668748.3747	569923.8866	North of Westfield Ave
144	ER106	668655.9267	569857.0462	East of Lowden St
145	ER083	667015.1481	570153.2864	South of West Jersey Ave
146	ER084	667031.6412	570152.6355	South of West Jersey Ave
147	ER085	667041.6238	570152.8523	South of West Jersey Ave
148	ER086	667052.9086	570151.9842	South of West Jersey Ave
149	ER061	665773.4708	570803.7103	West of South Broad St Bridge
150	ER068	666109.1040	570464.4085	North of Rahway Ave Bridge
151	ER071	666428.5440	570253.6802	South of Murray St & Cherry St
152	ER125	670100.5616	569517.2617	East of Stiles & Morris Ave
153	ER126	670123.1091	569507.4094	West of Irvington & Oakwood
154	ER105	668478.8798	569934.7317	North of Westfield Ave Bridge
155	ER136	670974.5428	569065.1137	Trotters Ln & Service Rd
156	PD010	670649.3689	579190.4238	North of North Ave & Rt 81 Interchange
157	PD011	671930.4844	578563.2292	East of Highway 81 at Peripheral Ditch
158	PD012	672978.0893	578121.7891	East of US Route 1 & Alina St
159	PD017	674369.9523	578059.0947	East of US Route 1 & Monroe Ave
160	PD018	674843.6502	578084.6153	East of US Route 1 & Monroe Ave
161	PD019	675195.6469	578115.8656	East of US Route 1 @ Peripheral Ditch
162	ER065	666058.2058	570505.0649	Rahway Ave Bridge
163	AK007	666828.5160	585130.2390	East of US Route 1 @ Peripheral Ditch
164	AK005	664104.5336	584293.7610	Jersey Gardens Blvd
165	ER112	669303.6619	570140.1201	North of Morris Ave Bridge

5 Inspection Forms & Certifications

Attachments Follow

5.1 Illicit Connection Inspection Report form & Closeout Investigation Forms for Annual Report and Certifications

Illicit Connection Inspection Report Form

Municipality Information	Municipality: _____ County _____ NJPDES # : _____ PI ID #: _____ Team Member: _____ Date _____ Effective Date of Permit Authorization (EDPA): _____
<p>Outfall #: _____ Location: _____</p> <p>Receiving Waterbody: _____</p> <ol style="list-style-type: none"> 1. Is there a dry weather flow? Y (<input type="checkbox"/>) N (<input type="checkbox"/>) 2. If "YES", what is the outfall flow estimate? _____ gpm (flow sample should be kept for further testing, and this form will need to be submitted with the Annual Report and Certification) 3. Are there any indications of an intermittent flow? Y (<input type="checkbox"/>) N (<input type="checkbox"/>) 4. If you answered "NO" to BOTH questions #1 and #3, there is probably not an illicit connection and you can skip to question #7. (NOTE: This form does not need to be submitted to the Department, but should be kept with your SPPP.) If you answered "YES" to either question, please continue on to question #5. (NOTE: This form will need to be submitted to the Department with the Annual Report and Certification.) <p>5. PHYSICAL OBSERVATIONS:</p> <ul style="list-style-type: none"> (a) ODOR: (b) COLOR: (c) TURBIDITY: (d) FLOATABLES: (e) DEPOSITS/STAINS: (f) VEGETATION CONDITIONS: (g) DAMAGE TO OUTFALL STRUCTURES: IDENTIFY STRUCTURE: _____ DAMAGE: _____ <p>6. ANALYSES OF OUTFALL FLOW SAMPLE: * field calibrate instruments in accordance with manufacturer's instructions prior to testing.</p> <p>(a) DETERGENTS: _____ mg/L (if sample is greater than 0.06 mg/L, the sample is contaminated with detergents [which may be from sanitary wastewater or other sources]. Further testing is required and this outfall should be given the highest priority.) (if the sample is not greater than 0.06 mg/L and it does not show physical characteristics of sanitary wastewater [e.g., odor, floatables, and/or color] it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water. Skip to question #6c.)</p>	

(b) AMMONIA (as N) TO POTASSIUM RATIO: _____

(if the Ammonia to Potassium Ratio is greater than 0.6:1, then it is likely that the pollutant is sanitary sewage)

(if the Ammonia to Potassium Ratio is less than or equal to 0.6:1, then the pollutant is from another washwater source.)

(c) FLUORIDE: _____ mg/L

(if the fluoride levels are between 1.0 and 2.5 mg/L, then the flow is most likely from fluoride treated potable water.)

(if the sample tests below a detection limit of 0.1 mg/L for fluoride, it is likely to be from groundwater infiltration, springs or streams. In some cases, however, it is possible that the discharge could originate from an onsite well used for industrial cooling water, which will test non-detect for both detergents and fluoride. To differentiate between these cooling water discharges and groundwater infiltration, you will have to rely on temperature.)

(d) TEMPERATURE: _____ °F

(if the temperature of the sample is over 70°F, it is most likely cooling water)

(if the temperature of the sample is under 70°F, it is most likely from ground water infiltration)

7. Is there a suspected illicit connection? Y () N ()

If "YES", what is the suspected source? _____

If "NO", skip to signature block on the bottom of this form.

8. Has the investigation of the suspected illicit connection been completed?

Y () N ()

If "YES", proceed to question #9.

If "NO", skip to signature block on the bottom of this form.

9. Was the source of the illicit connection found? Y () N ()

If "YES", identify the source. _____

What plan of action will follow to eliminate the illicit connection?

Resolution:

If "NO", complete the Closeout Investigation Form and attach it to this Illicit Connection Inspection Report Form.

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

Closeout Investigation Form

Municipality Information	Municipality: _____ County _____
	NJPDES # : NJG _____ PI ID #: _____
	Team Member / Title: _____
Outfall #: _____ Location: _____	
Receiving Waterbody: _____	
Basis for Submittal:	
<input type="checkbox"/> A non-stormwater discharge was found, but no source was located within six months.	
<input type="checkbox"/> An intermittent non-stormwater discharge was observed, and three unsuccessful investigations were conducted to investigate the discharge while it was flowing.	
Describe each phase of your investigation, including dates. Attach additional pages as necessary:	
Inspector's Name: _____	
Title: _____	
Signature: _____	
Date: _____	

Complete and attach this form to the appropriate Illicit Connection Inspection Report Form and submit with the Annual Report and Certification.

6 Regulatory Documentation

Attachments Follow

6.1 Copy of General Permit

6.2 2017 Annual Report and Certification



State of New Jersey

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

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

BOB MARTIN
Commissioner

December 8, 2017

SENT VIA EMAIL to: Dee.Gillespie@amwater.com

Dee Gillespie
ELIZABETH CITY
50 WINFIELD SCOTT PLAZA
ELIZABETH, NJ 07201-2462

Re: Stormwater Discharge General Permit Authorization Renewal
Category: R9 -Tier A Municipal Stormwater General Permit
NJPDES: NJG0151530 / PI ID #: 46299
ELIZABETH CITY
Elizabeth City, Union County

Dear Stormwater Program Coordinator:

Enclosed is New Jersey Pollutant Discharge Elimination System (NJPDES) Authorization to Discharge No. NJG0151530 (Category R9 -Tier A Municipal Stormwater General Permit) issued under the authority of Stormwater NJPDES Master General Permit No. NJ0141852 (Tier A Permit).

The permit and associated documents are posted at http://www.nj.gov/dep/dwq/tier_a.htm, where you can find a copy of the Tier A Permit, and a Response to Comments document, which includes a summary of the significant and relevant comments received during the Tier A Permit public comment period, the Department's responses, and an explanation of any changes from the draft action. In addition, you can also find a crosswalk which provides a detailed comparison of changes from 2009 to this 2017 permit, and a Frequently Asked Questions document. These documents will be useful in understanding your renewed Authorization.

If you have any questions or comments regarding the above referenced action, please contact Monique Girona by telephone at 609-633-7021.

Sincerely,

James J. Murphy, Chief
Bureau of Nonpoint Pollution Control

C: Water Compliance and Enforcement Regional Office

New Jersey Department of Environmental Protection



Mail Code - 401-02B
Bureau of Nonpoint Pollution Control
Water Pollution Management Element
PO Box 420
Trenton, NJ 08625-0420
Phone: (609) 633-7021
Fax: (609) 777-0432

**AUTHORIZATION TO DISCHARGE
R9 -Tier A Municipal Stormwater General Permit**

Facility Name: ELIZABETH CITY

Permit Number: NJG0151530

Program Interest No.: 46299

Facility Address:

50 WINFIELD SCOTT PLZ
ELIZABETH, NJ 07201-2462

Type of Activity: Stormwater Discharge General Permit Authorization Renewal

Owner:

ELIZABETH CITY
50 WINFIELD SCOTT PLAZA
ELIZABETH, NJ 07201-2462

Operating Entity:

ELIZABETH CITY
50 WINFIELD SCOTT PLAZA
ELIZABETH, NJ 07201-2462

Issuance Date:

12/08/2017

Effective Date:

01/01/2018

Expiration Date:

12/31/2022

Your Request for Authorization under NJPDES General Permit No. NJ0141852 has been approved by the New Jersey Department of Environmental Protection.


James J. Murphy, Chief
Bureau of Nonpoint Pollution Control

Date: 12/08/2017

(Terms, conditions and provisions attached hereto)

Division of Water Quality

PART I GENERAL REQUIREMENTS: NJPDES

A. General Requirements of all NJPDES Permits

1. Requirements Incorporated by Reference

- a. The permittee shall comply with all conditions set forth in this permit and with all the applicable requirements incorporated into this permit by reference. The permittee is required to comply with the regulations, including those cited in paragraphs b. through e. following, which are in effect as of the effective date of the final permit.
- b. General Conditions
 - Penalties for Violations N.J.A.C. 7:14-8.1 *et seq.*
 - Incorporation by Reference N.J.A.C. 7:14A-2.3
 - Toxic Pollutants N.J.A.C. 7:14A-6.2(a)4i
 - Duty to Comply N.J.A.C. 7:14A-6.2(a)1 & 4
 - Duty to Mitigate N.J.A.C. 7:14A-6.2(a)5 & 11
 - Inspection and Entry N.J.A.C. 7:14A-2.11(e)
 - Enforcement Action N.J.A.C. 7:14A-2.9
 - Duty to Reapply N.J.A.C. 7:14A-4.2(e)3
 - Signatory Requirements for Applications and Reports N.J.A.C. 7:14A-4.9
 - Effect of Permit/Other Laws N.J.A.C. 7:14A-6.2(a)6 & 7 & 2.9(c)
 - Severability N.J.A.C. 7:14A-2.2
 - Administrative Continuation of Permits N.J.A.C. 7:14A-2.8
 - Permit Actions N.J.A.C. 7:14A-2.7(c)
 - Reopener Clause N.J.A.C. 7:14A-6.2(a)10
 - Permit Duration and Renewal N.J.A.C. 7:14A-2.7(a) & (b)
 - Consolidation of Permit Process N.J.A.C. 7:14A-15.5
 - Confidentiality N.J.A.C. 7:14A-18.2 & 2.11(g)
 - Fee Schedule N.J.A.C. 7:14A-3.1
 - Treatment Works Approval N.J.A.C. 7:14A-22 & 23
- c. Operation And Maintenance
 - Need to Halt or Reduce not a Defense N.J.A.C. 7:14A-2.9(b)
 - Proper Operation and Maintenance N.J.A.C. 7:14A-6.12
- d. Monitoring And Records
 - Monitoring N.J.A.C. 7:14A-6.5
 - Recordkeeping N.J.A.C. 7:14A-6.6
 - Signatory Requirements for Monitoring Reports N.J.A.C. 7:14A-6.9
- e. Reporting Requirements
 - Planned Changes N.J.A.C. 7:14A-6.7
 - Reporting of Monitoring Results N.J.A.C. 7:14A-6.8
 - Noncompliance Reporting
 - Hotline/Two Hour & Twenty-four Hour Reporting N.J.A.C. 7:14A-6.10 & 6.8(h)
 - Written Reporting N.J.A.C. 7:14A-6.10(c) & (d)
 - N.J.A.C. 7:14A-6.10(e) &(f) & 6.8(h)
 - Duty to Provide Information N.J.A.C. 7:14A-2.11, 6.2(a)14 & 18.1
 - Schedules of Compliance N.J.A.C. 7:14A-6.4
 - Transfer N.J.A.C. 7:14A-6.2(a)8 & 16.2

PART II

GENERAL REQUIREMENTS: DISCHARGE CATEGORIES

A. Additional Requirements Incorporated By Reference

- a. The Stormwater Management rules at N.J.A.C. 7:8.
- b. Conditions for General Permits at N.J.A.C. 7:14A-6.13, including the Department's authority to require, for due cause, a Tier A Municipality to apply for and obtain a different stormwater permit for specific activities otherwise authorized under this permit.
- c. Additional Conditions applicable to UIC permits at N.J.A.C. 7:14A-8.9, UIC Corrective Action (N.J.A.C. 7:14A-8.11) and UIC Operating Criteria (N.J.A.C. 7:14A-8.16).
- d. Conditions for reopening and modification of small MS4 permits at N.J.A.C. 7:14A-16.4(b) and N.J.A.C. 7:14A-25.7(b).
- e. Requirements for Discharges to Ground Water at N.J.A.C. 7:14A-7.
- f. National Pollutant Discharge Elimination System (NPDES) Electronic Reporting rule at 40 CFR Part 127.

B. General Conditions

1. Notification of Non-Compliance

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

2. Discharge of Pollutants

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

3. Standard Reporting Requirements – Electronic Reporting of NJPDES Information

- a. Unless already required by this permit to be submitted electronically by an earlier date, effective December 21, 2020, the below identified documents and reports shall be electronically submitted via the Department's designated electronic submission service:
 - i. General permit authorization requests (i.e. RFAs);
 - ii. General permit termination/revocation requests; and
 - iii. Municipal separate storm sewer system (MS4) program reports (see Part IV.G).

4. Other Regulatory Requirements

- a. Permit conditions remain in effect and enforceable until and unless the permit is modified, renewed or revoked by the Department.
- b. The issuance of this permit shall not be considered as a waiver of any applicable federal, State or local rules, regulations and ordinances.
- c. In accordance with N.J.A.C. 7:14A-6.2(a)7, this permit does not authorize any infringement of State or local law or regulations, including, but not limited to, N.J.A.C. 7:50 (the Pinelands rules), N.J.A.C. 7:1-E (Discharges of Petroleum and other Hazardous Substances), regulations concerning threatened and endangered species and their designated critical habitat, and other Department rules. No discharge of hazardous substances (as defined in N.J.A.C. 7:1E-1.6) resulting from an onsite spill shall be deemed to be “pursuant to and in compliance with this permit” within the meaning of the Spill Compensation and Control Act at N.J.S.A. 58:10-23.11c.
- d. While the Tier A Municipality is required to comply with applicable operation and maintenance requirements of N.J.A.C. 7:14A-6.12(a), the Tier A Municipality is exempt from the operations and maintenance manual requirements of N.J.A.C. 7:14A-6.12(c). This exemption applies only to discharges authorized under this permit and does not alter the operation and maintenance requirements for municipally or privately owned stormwater facilities specified in this permit or N.J.A.C. 7:8.

C. Eligibility

1. Permit Scope

- a. The Tier A MS4 NJPDES Permit applies to all areas of New Jersey as follows:
 - i. This permit applies to all municipalities assigned to Tier A under N.J.A.C. 7:14A-25.3(a)1. Tier A Municipalities are generally located within the more densely populated regions of the state or along or near the Atlantic coast.
 - ii. On a case-by-case basis, the Department may use this permit to regulate municipalities assigned to Tier B under N.J.A.C. 7:14A-25.3(a). As used in this permit, the term “Tier A Municipality” includes Tier B Municipalities that seek or obtain authorization under this provision of this permit.
- b. This permit applies to the owner or operator of the Municipal Separate Storm Sewer System (MS4) meaning the Tier A Municipality. The owner or operator is responsible for ensuring compliance with this permit.
- c. The short title of this permit is the “Tier A MS4 NJPDES permit.”

2. Authorized Discharges Under the Tier A MS4 NJPDES Permit

- a. Eligible Stormwater Discharges – Except as provided in Part II.C.3 below, this permit authorizes all new and existing stormwater discharges to surface water and groundwater from:
 - i. Small MS4s (as defined at N.J.A.C. 7:14A-1.2) owned or operated by Tier A Municipalities; and
 - ii. Municipal maintenance yards and other ancillary operations (see Part IV.B.5.c) owned or operated by Tier A Municipalities.

- b. Eligible Non-Stormwater Discharges – Except as identified in Part II.C.3.e below, the following new and existing non-stormwater discharges from small MS4s owned or operated by Tier A Municipalities and from Municipal maintenance yards and other ancillary operations (see Part IV.B.5.c) owned or operated by Tier A Municipalities are eligible for authorization under this permit:
- i. Potable water line flushing and discharges from potable water sources, excluding the discharge of filter backwash and first flush water from potable well development/redevelopment activities utilizing chemicals in accordance with N.J.A.C. 7:9D. The volume of first flush water, which is a minimum of three times the volume of the well water column, shall be handled and disposed of properly;
 - ii. Uncontaminated ground water (e.g. infiltration, crawl space or basement sump pumps, foundation or footing drains, rising ground waters);
 - iii. Air conditioning condensate (excluding contact and non-contact cooling water; and industrial refrigerant condensate);
 - iv. Irrigation water (including landscape and lawn watering runoff);
 - v. Flows from springs, riparian habitats, wetlands, water reservoir discharges and diverted stream flows;
 - vi. Residential car washing water; and dechlorinated swimming pool discharges from single family residential homes;
 - vii. Sidewalk, driveway and street wash water;
 - viii. Flows from firefighting activities including the washing of fire fighting vehicles;
 - ix. Flows from clean water rinsing of beach maintenance equipment immediately following use and only if the equipment is used for its intended purpose;
 - x. Flows from clean water rinsing of equipment and vehicles used in the application of salt and de-icing materials. Prior to rinsing, all equipment shall be cleaned using dry methods such as shoveling and sweeping. Recovered materials are to be returned to storage or properly discarded; and
 - xi. Rinsing of equipment in Part II.C.2.b.ix and x, above is limited to exterior, undercarriage, and exposed parts and does not apply to engines or other enclosed machinery.

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

- a. Stormwater Discharges Associated with Industrial Activity
 - i. The Tier A MS4 NJPDES Permit does not authorize “stormwater discharge associated with industrial activity” as defined in N.J.A.C. 7:14A-1.2 except as otherwise specifically provided in this permit.
 - ii. Types of facilities that a Tier A Municipality might operate and that are considered to be engaging in “industrial activity” include but are not limited to certain: 1) landfills; 2) transportation facilities (including certain local passenger transit and air transportation facilities); 3) facilities handling domestic sewage or sewage sludge; and 4) steam electric power generating facilities.

- iii. Any municipality that operates an industrial facility with such a discharge must submit a separate Request for Authorization (RFA) or individual permit application for that discharge (see www.nj.gov/dep/dwq/forms_storm.htm). An RFA submitted for the Tier A MS4 NJPDES Permit does not qualify as an RFA for such a discharge.
 - iv. Yard Trimmings and Wood Waste Management Sites that are not owned and operated by the Tier A Municipality.
- b. Stormwater Discharges Associated with Construction Activity
- i. The Tier A MS4 NJPDES Permit does not authorize “stormwater discharges associated with construction activity” as described in N.J.A.C. 7:14A-24.10(a). In general, this is the discharge to surface water of stormwater from construction activity that disturbs at least one acre.
 - ii. Any municipality that operates a construction site with such a discharge shall submit a separate RFA under NJPDES Permit No. NJ0088323 (General Stormwater Permit Construction Activity, see www.nj.gov/dep/dwq/5g3.htm), or an application for an individual permit for that discharge. An RFA submitted for the Tier A MS4 NJPDES Permit does not qualify as an RFA for such a discharge. See Part IV.B.3 of the Tier A MS4 NJPDES Permit.
- c. Stormwater Discharges Authorized under Another NJPDES Permit
- i. The Tier A MS4 NJPDES Permit does not authorize any stormwater discharge that is authorized under another NJPDES permit.
 - ii. A Tier A Municipality does not have to implement measures contained in this NJPDES permit for stormwater discharges at facilities owned or operated by that municipality that are regulated under a separate NJPDES stormwater permit authorizing those discharges.
- d. Stormwater Discharges that Conflict with a Water Quality Management Plan
- i. The Tier A MS4 NJPDES Permit does not authorize stormwater discharges from projects or activities that conflict with an adopted Areawide or Statewide Water Quality Management Plan.
- e. Non-Stormwater Discharges that are Contributors of Pollutants
- i. If any of the discharges listed in Part II.C.2.b above are identified by the Tier A Municipality as a significant contributor of pollutants to or from the MS4, the Tier A Municipality must address the discharge as an illicit connection or as an improper disposal of waste as specified in Part IV.B.6 of this permit.

D. Administrative Process

1. Automatic Renewal of Authorizations

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

2. Notification of Changes

- a. A Tier A Municipality shall provide a corrected RFA to the Department within 90 days of the effective date of a renewed authorization under this general permit if any information in its most recently submitted RFA is no longer true, accurate, and/or complete.
- b. The Tier A Municipality shall notify the Department of any changes of its Municipal Stormwater Program Coordinator information using www.nj.gov/dep/dwq/pdf/msrp_update_form.pdf

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

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

- a. New RFAs under the Tier A MS4 permit
 - i. A single RFA is required for the entire eligible discharge from the small MS4 owned or operated by and located within a single municipality. Multiple RFAs are not required for multiple municipal operations (e.g., municipally owned and operated maintenance yards or other ancillary operations, facilities, garages, and/or offices).
 - ii. An RFA shall include at a minimum: the name and address of the municipality; the name and address of the Municipal Stormwater Program Coordinator; a certification acknowledging the best management practices and measurable goals specified in the permit; and any other information as required by the Department.
- b. Upon receipt of an RFA the Department may, in accordance with N.J.A.C. 7:14A-6.13, do one of the following:
 - i. Issue notification of authorization under this permit;
 - ii. Deny authorization under this permit and require submittal of an application for an individual permit; or
 - iii. Deny authorization under this permit and require submittal of an RFA for another general permit.
- c. Reassignment of Municipality to Tier A
 - i. If a municipality receives notice from the Department (pursuant to N.J.A.C. 7:14A-25.3(a)(3)) that it has been reassigned from Tier B to Tier A (pursuant to N.J.A.C. 7:14A-25.3(a)(1) and (2)), the deadline to submit an RFA is 180 days after the receipt of that notice, unless the Department approves a later date.

PART III

Recordkeeping and Reporting

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

PART IV

SPECIFIC REQUIREMENTS: NARRATIVE

Notes and Definitions

A. Footnotes

1. Acronyms

- a. Stormwater acronyms included in this permit are as follows:
 - i. "BMP" - Best Management Practice
 - ii. "CFR" - Code of Federal Regulations
 - iii. "EDPA" - Effective Date of Permit Authorization
 - iv. "MS4" - Municipal Separate Storm Sewer System
 - v. "MSWMP" - Municipal Stormwater Management Plan
 - vi. "MSRP" - Municipal Stormwater Regulation Program
 - vii. "MTD" - Manufactured Treatment Device
 - viii. "N.J.A.C." - New Jersey Administrative Code
 - ix. "NJPDES" - New Jersey Pollutant Discharge Elimination System
 - x. "N.J.S.A." - New Jersey Statutes Annotated
 - xi. "RSIS" - Residential Site Improvement Standards
 - xii. "SPPP" - Stormwater Pollution Prevention Plan
 - xiii. "TMDL" - Total Maximum Daily Load

2. Internal Cross References

- a. For the purposes of this permit:
 - i. References to Part IV Notes and Definitions are preceded with the words "Notes and Definitions" (e.g. Notes and Definitions Part IV.A.1 refers to Acronyms).
 - ii. References to Part IV Tier A MS4 NJPDES Permit are not preceded by descriptive text (e.g. Part IV.A.1 refers to Overview of the Tier A MS4 NJPDES Permit).

3. Department Resources for Guidance Relating to MS4 Issues

- a. MS4 main website and related links: www.nj.gov/dep/dwq/msrp_home.htm
- b. MS4 Tier A Guidance document: www.nj.gov/dep/dwq/tier_a_guidance.htm

Notes and Definitions

- c. Construction Site Stormwater Runoff: www.nj.gov/dep/dwq/5g3.htm
- d. Snow Removal and Disposal Policy: www.nj.gov/dep/dwq/bnpc_home.htm
- e. Green Infrastructure and related links: www.nj.gov/dep/gi/
- f. Stormwater management information and training tools: www.nj.gov/dep/stormwater/
- g. Public education for stormwater pollution: www.cleanaternj.org
- h. Clean Communities, a statewide litter abatement program: www.njclean.org
- i. Total Maximum Daily Load (TMDL) information: www.nj.gov/dep/dwq/msrp-tmdl-rh.htm

4. EPA Resources for Guidance Relating to MS4 Issues

- a. EPA's MS4 website and related links:
www.epa.gov/npdes/stormwater-discharges-municipal-sources
- b. EPA's National Menu of Stormwater Best Management Practices:
www.epa.gov/npdes/national-menu-best-management-practices-bmps-stormwater
- c. EPA's guidance for Green Infrastructure:
<http://water.epa.gov/infrastructure/greeninfrastructure/index.cfm>
- d. Guidance from EPA Region 3 for municipalities that wish to improve their municipal stormwater programs: www.epa.gov/npdes/pubs/region3_factsheet_swmp.pdf
- e. EPA's Trash Free Waters resource page: www.epa.gov/trash-free-waters
- f. Illicit Discharge Detection and Elimination Guidance
www3.epa.gov/npdes/pubs/idde_manualwithappendices.pdf

B. Definitions

1. Definitions

- a. All words and terms used in this permit shall have meanings as defined in the "Regulations Concerning the New Jersey Pollutant Discharge Elimination System" (N.J.A.C. 7:14A), unless otherwise stated or unless the context clearly requires a different meaning.
- b. "Catch Basin" means a cistern, vault, chamber or well that is usually built along a street as part of the storm sewer system to capture sediment, debris, and pollutants.
- c. "Effective Date of Permit Authorization" means the date the permittee's authorization to discharge under this Tier A MS4 NJPDES permit becomes effective. This date may be found on the permittee's Authorization to Discharge.
- d. "Existing permittee" means a municipality that held an authorization to discharge under the Tier A MS4 NJPDES permit on or before December 31, 2017.
- e. "Green infrastructure" means methods of stormwater management that reduce wet weather/stormwater volume, flow, or changes the characteristics of the flow into combined or separate sanitary or storm sewers, or surface waters, by allowing the stormwater to infiltrate, to be treated by vegetation or by soils, or to be stored for reuse. Green infrastructure includes, but is not limited to, pervious paving, bioretention basins, vegetated swales, and cisterns.

- f. "Illicit connection" means any physical or non-physical (i.e. leak, flow, or overflow into the municipal separate storm sewer system) connection that discharges the following to a municipal separate storm sewer system (unless that discharge is authorized under a NJPDES permit other than this Tier A MS4 NJPDES permit);
 - i. Domestic sewage;
 - ii. Non-contact cooling water, process wastewater, or other industrial waste (other than stormwater); or
 - iii. Any category of non-stormwater discharges that a permittee for the MS4 identifies as a source or significant contributor of pollutants pursuant to 40 C.F.R. 122.34(b)(3)(iii).
- g. "Maintenance plan" means a maintenance plan pursuant to N.J.A.C. 7:8-5.2(b) and 5.8 prepared by the design engineer for the stormwater management measures incorporated into the design of a major development.
- h. "Major development" means any development that provides for ultimately disturbing one or more acres of land and any additional development defined as "major development" by a municipality's stormwater control ordinance. Disturbance is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting, or removing of vegetation. Projects undertaken by any government agency which otherwise meet the definition of "major development" but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1et seq., are also considered "major development."
 - i. "Manufactured treatment device" means a pre-fabricated stormwater treatment structure utilizing settling, filtration, absorptive/adsorptive materials, vortex separation, vegetative components, and/or other appropriate technology to remove pollutants from stormwater runoff.
 - j. "Municipal separate storm sewer" means a municipal separate storm sewer as defined in N.J.A.C. 7:14A-1.2.
 - k. "Municipality" means a municipality as defined in the Municipal Land Use Law at N.J.S.A. 40:55D-5, that is, any city, borough, town, township, or village.
- l. "New permittee" means a municipality that obtains its first authorization to discharge under the Tier A MS4 NJPDES permit on or after January 1, 2018.
- m. "Permanent structure" means a permanent building or permanent structure that is anchored to a permanent foundation with an impermeable floor, and that is completely roofed and walled (a door is recommended, but not required). A fabric frame structure is a permanent structure if it meets the following specifications:
 - i. Concrete blocks, jersey barriers or other similar material shall be placed around the interior of the structure to protect the side walls during loading and unloading of de-icing materials;
 - ii. The design shall prevent stormwater run-on and run through and the fabric cannot leak;
 - iii. The structure shall be erected on an impermeable slab;
 - iv. The structure cannot be open sided; and
 - v. The structure shall have a roll up door or other means of sealing the access way from wind driven rainfall.

- n. "Small MS4" means all municipal separate storm sewers (other than "large" or "medium" municipal separate storm sewer systems as defined in N.J.A.C. 7:14A-1.2) that are:
 - i. Owned or operated by municipalities described under N.J.A.C. 7:14A-25.1(b);
 - ii. Owned or operated by county, State, interstate, or Federal agencies, and located at public complexes as described under N.J.A.C. 7:14A-25.2(a)2;
 - iii. Owned or operated by county, State, interstate, or Federal agencies, and located at highways and other thoroughfares as described under N.J.A.C. 7:14A-25.2(a)3; or
 - iv. Owned or operated by county, State, interstate, Federal, or other agencies, and receive special designation under N.J.A.C. 7:14A-25.2(a)4.
- v. Note that all MS4s covered under the Tier A MS4 NJPDES permit are "small MS4s".
- o. "Solids and floatable materials" means sediment, debris, trash, and other floating, suspended, or settleable solids as defined at N.J.A.C. 7:14A-25.6(b)3iii.
- p. "Storm drain inlet" means the point of entry into the storm drain system and is, where a catch basin is present, the uppermost portion (or cover) of a catch basin.
- q. "Stormwater" means water resulting from precipitation (including rain and snow) that runs off the land's surface; is transmitted to the subsurface; is captured by separate storm sewers or other sewerage or drainage facilities; or is conveyed by snow removal equipment.
- r. "Stormwater facility" includes, but is not limited to: catch basins, detention basins, retention basins, filter strips, riparian buffers, infiltration trenches, sand filters, constructed wetlands, wet basins, bioretention systems, low flow bypasses, and stormwater conveyances. Stormwater facilities include structural stormwater management measures.
- s. "Stormwater management basin" means an excavation or embankment and related areas designed to retain stormwater runoff. A stormwater management basin may either be normally dry (that is, a detention basin or infiltration basin), retain water in a permanent pool (a retention basin or wet pond), or be planted mainly with wetland vegetation (most constructed stormwater wetlands).
- t. "Stormwater management measure" means any structural or nonstructural strategy, practice, technology, process, program, or other method intended to control or reduce stormwater runoff and associated pollutants, or to induce or control the infiltration or groundwater recharge of stormwater or to eliminate illicit or illegal non-stormwater discharges into stormwater conveyances. Stormwater management measures include stormwater facilities.
- u. "Stream scouring" means the erosion or removal of streambed or bank material by the physical action of flowing water and the sediment that it carries.
- v. "Subsurface infiltration/detention system" means a vault, perforated pipe, and/or stone bed that is located entirely below the ground surface and that temporarily stores and attenuates stormwater runoff."
- w. "Tier A Municipality's MS4" means an MS4 owned and operated by a Tier A Municipality.
- x. "Wood waste" means source separated whole trees, tree trunks, tree parts, tree stumps, brush and leaves provided that they are not composted, and lumber (non-chemically treated and unpainted);
- y. "Yard trimmings" means grass clippings, leaves, wood chips from tree parts, and brush.

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

Tier A Municipal Stormwater General Permit

A. Permit Overview

1. Overview of the Tier A MS4 NJPDES Permit

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

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

- a. The Stormwater Pollution Prevention Plan (SPPP) documents the Tier A Municipality's stormwater program and describes the measures necessary for compliance with the Statewide Basic Requirements as well as any Other Control Measures, Additional Measures and/or Optional Measures (if deemed appropriate). See Part IV.F (SPPP) and Attachment A (Measurable Goals and Implementation Schedule for Existing Permittees) and Attachment A-1 (Measurable Goals and Implementation Schedule for New Permittees).
- b. A significant component of the SPPP is the Municipal Stormwater Management Plan (MSWMP). The MSWMP is also a component of the municipal master plan (N.J.S.A. 40:55D-94). The MSWMP describes the municipality's strategy, structure and process for addressing stormwater runoff from new development and redevelopment to ensure compliance with the Stormwater Management rules (N.J.A.C. 7:8 et seq.). This strategy, structure and process also constitutes much of the post construction stormwater management program in this permit. See Part IV.B.4 (Post Construction). Any MSWMP that complies with N.J.A.C. 7:8 also complies with this condition and Part IV.B.4.f (MSWMP).

3. Summary of Tier A MS4 NJPDES Permit Requirements

- a. The Tier A Municipality shall develop, update, implement and enforce a stormwater program as documented in an SPPP to ensure compliance with:
 - i. The Statewide Basic Requirements. See Part IV.B;
 - ii. Other Control Measures. See Part IV.C;
 - iii. Additional Measures. See Part IV.D; and
 - iv. Optional Measures, if deemed appropriate See Part IV.E.
- b. The Tier A Municipality shall develop, update, implement and maintain a written SPPP in conformance with Attachment A (Measurable Goals and Implementation Schedule for Existing Permittees) and Attachment A-1 (Measurable Goals and Implementation Schedule for New Permittees). See Part IV.A.2.a and IV.F (SPPP).
- c. The Tier A Municipality shall submit an Annual Report and Certification summarizing the status of compliance with this permit. See Part IV.G (Annual Report and Certification).
- d. The Tier A Municipality shall adopt, amend and implement a written MSWMP. See Part IV.A.2.b and B.4.f (MSWMP).

Tier A Municipal Stormwater General Permit

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

B. Statewide Basic Requirements and Associated Conditions

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

- a. Tier A Municipalities shall comply with applicable State and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program. Requirements include but are not limited to:
 - i. The Open Public Meetings Act (“Sunshine Law,” N.J.S.A. 10:4-6 et seq.);
 - ii. Statutory procedures for the enactment of ordinances (N.J.S.A. 40:49-2), including the municipal stormwater control ordinance and other ordinances adopted to comply with Part IV of this permit; and
 - iii. The Municipal Land Use Law concerning the adoption or amendment of the MSWMP (N.J.S.A. 40:55D-13, 28 and 94), and the review of applications for development (N.J.S.A. 40:55D-12). The Tier A Municipality shall also ensure that applicants for development meet the notice requirements of N.J.S.A. 40:55D-12.
- b. Tier A Municipalities shall make elements of its MS4 stormwater program available to the public:
 - i. Provide the current SPPP upon request as required by Part IV.F.1.g (SPPP);
 - ii. Post the current SPPP on its website to the extent required by Part IV.F.1.f (SPPP); and
 - iii. Post the current MSWMP and all ordinances required by this permit on its website or otherwise comply with the notification requirements of N.J.A.C. 7:8-4.4(e). See Part IV.B.4.f (MSWMP), 4.g (Stormwater Control Ordinance), 5.a (Community Wide Ordinances).
- c. The Tier A Municipality may involve another entity (e.g. a watershed association) to satisfy one or more of the Tier A Municipality’s NJPDES permit condition(s) (or component thereof) through the implementation of one or more best management practices or control measures. See Part IV.F.4 (Implementation of SPPP Conditions through Shared or Contracted Services).
- d. The Tier A Municipality shall maintain records necessary to demonstrate compliance with the public participation requirements of a, above.
- e. Existing Permittee: An existing permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Public Involvement and Participation specified in Attachment A for Existing Permittees (Measurable Goals and Implementation Schedule).

2. Minimum Standards for Local Public Education and Outreach

- a. The Tier A Municipality shall implement a Public Education and Outreach Program that focuses on educational and pollution prevention activities about the impacts of stormwater discharges on surface water and groundwater and to involve the public in reducing pollutants in stormwater and mitigating flow. The Tier A Municipality shall annually conduct activities that total at least 12 points and include activities from at least three of the five categories as set forth in Attachment B (Points System for Public Education and Outreach Activities). At a minimum, at least one of the activities shall involve educating businesses and the general public of hazards associated with illicit connections and improper disposal of waste. Records shall be kept necessary to demonstrate compliance with this requirement, including date of activities and any other relevant documentation.
- b. The Tier A Municipality shall label all storm drain inlets for those drains that do not have permanent wording cast into the structure of the inlet. The Tier A Municipality shall also maintain the legibility of those labels and replace any labels that are missing or not legible. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for specific measures. This requirement shall include the following:
 - i. All storm drain inlets along sidewalks that are adjacent to municipal streets;
 - ii. All storm drain inlets within plazas, parking areas or maintenance yards that are operated by the municipality.
- c. The Tier A Municipality shall advertise public involvement program(s) pertaining to education and outreach activities on the municipality's website, through a mailing, through newspaper advertisement, or other similar means.
- d. Existing Permittee: An existing permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Local Public Education and Outreach specified in Attachment A for Existing Permittees (Measurable Goals and Implementation Schedule).

3. Minimum Standards for Construction Site Stormwater Runoff

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

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

- a. The Tier A Municipality shall develop, update, implement and enforce its stormwater management program to address post construction stormwater runoff in new development and redevelopment and to ensure compliance with the Stormwater Management rules at N.J.A.C. 7:8 et seq. In general, the regulations at N.J.A.C. 7:8:
 - i. Contain requirements for stormwater management plans and stormwater control ordinances;
 - ii. Provide information for the adoption and implementation of municipal stormwater management plans and regional stormwater management plans; and
 - iii. Establish design, performance and maintenance standards for stormwater management measures and establish safety standards for stormwater management basins.

- b. The post construction stormwater management program established by the Tier A Municipality shall address stormwater runoff from the following types of major development unless any additional development is defined as “major development” by a municipality’s stormwater control ordinance:
 - i. New development and redevelopment projects that disturb one acre or more and are not operated by the municipality (e.g. retail stores, residential complexes);
 - ii. New development and redevelopment projects that disturb one acre or more and are operated by the municipality itself (e.g. town complex); and
 - iii. All new development and redevelopment projects that disturb less than one acre and are part of a larger common plan of development or sale (e.g. phased residential development) that ultimately disturbs one acre or more.
- c. The post construction stormwater management program established by the Tier A Municipality shall require compliance with the applicable design, performance and maintenance standards established under N.J.A.C. 7:8 et seq. for major development as defined in this permit.
- d. The Tier A Municipality shall review and analyze development applications for compliance with Part IV.B.4 (Post Construction) of this permit even if a separate permit is required by the Department for the same or similar activity (e.g. a Land Use permit).
- e. The post construction stormwater management program established by the Tier A Municipality shall ensure that any residential development and redevelopment projects that are subject to the Residential Site Improvement Standards (RSIS) for stormwater management (N.J.A.C. 5:21-7) comply with those standards, including any exception, waiver, or special area standard that was approved under N.J.A.C. 5:21 et seq.
- f. The Tier A Municipality shall adopt, amend and implement a written Municipal Stormwater Management Plan (MSWMP), pursuant to N.J.A.C. 7:8 et seq., to describe the framework of the Tier A Municipality’s strategy, structure and process for its post construction stormwater management program.
 - i. The Tier A Municipality shall submit the adopted plan for approval to the County review agency in accordance with N.J.A.C. 7:8-4;
 - ii. The Tier A Municipality shall notify the Department and post the approved plan and any amendments on its website (or otherwise comply with the notification requirements of N.J.A.C. 7:8-4.4(e)) within thirty days of the effective date of the plan. See Part IV.B.1.b.iii (Public Involvement and Participation);
 - iii. The Tier A Municipality shall review and update its MSWMP as necessary, and as a part of the reexamination of its municipal master plan in accordance with N.J.A.C. 7:8-4.3(c) and (d).
- g. In order to implement the post construction stormwater management program, the Tier A Municipality shall adopt, amend, implement and enforce a municipal stormwater control ordinance. The Tier A Municipality shall develop and adopt the contents of the ordinance in accordance with N.J.A.C. 7:8 et seq. A sample stormwater ordinance consistent with the requirements of the Stormwater Management Rules is posted at www.nj.gov/dep/stormwater/bmp_manual2.htm and a sample stormwater ordinance applicable to Pinelands Area Municipalities is posted at www.nj.gov/dep/stormwater/pinelands.htm. The municipal stormwater control ordinance shall include, at a minimum, the following elements:

- i. Control aspects of residential development and redevelopment projects that are not pre-empted by the RSIS;
 - ii. Control stormwater from non-residential development and redevelopment projects, in accordance with the requirements at N.J.A.C. 7:8 et seq.; and
 - iii. Set forth special area standards approved by the Site Improvement Advisory Board for residential development or redevelopment projects under N.J.A.C. 5:21-3.5.
- h. The Tier A Municipality shall only grant a variance or exemption from the design and performance standards for stormwater management measures if the municipality has a mitigation plan which meets the following requirements:
- i. A mitigation plan must be included in an approved MSWMP and stormwater control ordinance(s). The mitigation plan shall identify measures that are necessary to offset the deficit created by granting the variance or exemption, and can be provided through a menu of design and performance standards with corresponding mitigation projects for different drainage areas within the municipality. See Chapter 3 of the NJ Stormwater BMP Manual at www.nj.gov/dep/stormwater/ for guidance; and
 - ii. The municipality submits, within 30 days after the grant of a variance or exemption, a written report to the county review agency and the Department describing the variance or exemption and the required mitigation. Submit the written report to the Department at:
NJDEP-DWQ-BNPC
Mail Code 401-02B
PO Box 420
Trenton, NJ 08625-0420
- i. The Tier A Municipality shall:
- i. Enforce, through the stormwater control ordinance(s) or a separate ordinance, compliance with the standards set forth in Attachment C (Design Standards for Storm Drain Inlets) of this permit to control passage of solid and floatable materials through storm drain inlets not installed by the Tier A Municipality; and
 - ii. Comply with the standards set forth in Attachment C (Design Standards for Storm Drain Inlets) of this permit to control passage of solid and floatable materials through storm drain inlets installed by the municipality.
- j. The Tier A Municipality shall ensure adequate long-term cleaning, operation and maintenance of stormwater management measures:
- i. Pursuant to Part IV.C.1.a (Stormwater Facilities Maintenance), owned or operated by the Tier A Municipality; and
 - ii. Pursuant to Part IV.C.1.b (Stormwater Facilities Maintenance), not owned or operated by the Tier A Municipality.
- k. For each structural and non-structural stormwater measure (e.g. stormwater management basin, subsurface infiltration/detention system, manufactured treatment device, green infrastructure), the Tier A Municipality shall:
- i. Complete a Major Development Stormwater Summary (as posted on the Department's website at www.nj.gov/dep/dwq/tier_a_forms.htm; courtesy copy provided as Attachment D of this permit) when an application is made to the Tier A Municipality after EDPA;

- ii. Update the Major Development Stormwater Summary while stormwater measures are being installed;
 - iii. Finalize the Major Development Stormwater Summary once certificate of occupancy is issued; and
 - iv. Maintain a completed Major Development Stormwater Summary and make it available to the Department upon request.
- l. The Stormwater Management rules (N.J.A.C. 7:8) and the Residential Site Improvement Standards for stormwater management (N.J.A.C. 5:21-7), independently and as implemented in this permit, apply to all areas of the Tier A Municipality.
 - m. Existing Permittee: An existing permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Post Construction Stormwater Management in New Development and Redevelopment specified in Attachment A for Existing Permittees (Measurable Goals and Implementation Schedule).

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

- a. Community Wide Ordinances: The Tier A Municipality shall adopt and enforce the following community wide ordinances to address improper disposal of waste:
 - i. Pet Waste Ordinance: Adopt and enforce an ordinance that requires pet owners or their keepers to immediately and properly dispose of their pet's solid waste deposited on any property, public or private, not owned or possessed by that person. Information on the Pet Waste Ordinance and the benefits of proper disposal of pet solid waste shall be distributed with pet licenses. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for a sample ordinance.
 - ii. Wildlife Feeding Ordinance: Adopt and enforce an ordinance that prohibits the feeding of any wildlife (e.g. Canada Geese) in any public park or on any other property owned or operated by the Tier A Municipality. Exclusions include wildlife confined in zoos, parks, or rehabilitation centers as well the following unconfined animals: (1) wildlife at environmental education centers; (2) feral cats as part of an approved Trap-Neuter-Release program; and (3) other kinds of unconfined animals, if any, that the ordinance specifically lists and excludes for reasons set forth in the ordinance. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for a sample ordinance.
 - iii. Litter Control Ordinance: Adopt and enforce a litter ordinance or enforce the existing State litter statute at N.J.S.A 13:1E-99.3. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for a sample ordinance.
 - iv. Improper Disposal of Waste Ordinance: Adopt and enforce an ordinance prohibiting the improper spilling, dumping, or disposal of materials other than stormwater into the MS4 system excluding those discharges as allowable under Part II.C.2.b. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for a sample ordinance.

- v. Containerized Yard Waste/Yard Waste Collection Program Ordinances: (1) Adopt and enforce an ordinance that prohibits placing non-containerized yard wastes (defined as leaves and/or grass clippings) into the street; or (2) develop and implement a non-containerized yard waste collection and disposal program that includes adoption and enforcement of an ordinance that prohibits placing non-containerized yard waste at the curb or along the street within 10 feet of any storm drain inlet and at any time other than a set yard waste collection schedule. The frequency of yard waste pickups shall be determined at the discretion of the Tier A Municipality but shall be part of a set yard waste collection schedule which is noticed to all municipal residents and businesses. Any area, which the municipality determines to have no yard waste, will be exempt from the collections. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for sample ordinances.
 - vi. Private Storm Drain Inlet Retrofitting Ordinance: Adopt and enforce an ordinance requiring the retrofitting of existing storm drain inlets on private property to meet the standard in Attachment C (Design Standard for Storm Drain Inlets). Specifically, this ordinance: 1) shall apply to storm drain inlets, on property not owned or operated by the Tier A Municipality (e.g. condominium associations), that are in direct contact (i.e. contiguous) to repaving; repairing (excluding individual pothole repair); resurfacing (including top coating or chip sealing with asphalt emulsion or a thin base of hot bitumen); and reconstruction or alteration of facilities; and 2) shall not apply to a residential lot with one single family house. For a sample ordinance see www.nj.gov/dep/dwq/tier_a.htm.
 - vii. Additional ordinance requirements of this permit are found at Part IV.B.4.g (Stormwater Control Ordinance) above and Part IV.B.6.d (Illicit Connection Ordinance) below.
- b. Community Wide Measures: The Tier A Municipality shall develop and continue to implement the following community wide pollution prevention/good housekeeping measures to control solids and floatables:
- i. Street Sweeping: Tier A Municipalities shall sweep, at a minimum of once per month (weather and street surface conditions permitting), all streets (including roads or highways) that meet all of the following criteria: (1) the street is owned or operated by the municipality; (2) the street is curbed and has storm drains; (3) the street has a posted speed limit of 35 miles per hour or less; (4) the street is not an entrance or exit ramp; and (5) the street is in a predominantly commercial area.
 - ii. Catch Basin and Storm Drain Inlet Inspection and Cleaning: The Tier A Municipality shall inspect storm drain inlets and any associated catch basins that it owns or operates and remove sediment, trash, or debris when present. Each catch basin and inlet shall be inspected at least once every five years. The Tier A Municipality shall clean any municipally owned or operated storm drain inlet or catch basin as frequently as necessary to eliminate recurring problems and restore proper function.
 - iii. Tier A Municipality Storm Drain Inlet Retrofit: The Tier A Municipality shall retrofit existing Tier A Municipality owned or operated storm drain inlets that are: (1) in direct contact with any repaving, repairing (excluding individual pothole repair), or resurfacing (including top coating or chip sealing with asphalt emulsion or a thin base of hot bitumen); or (2) in direct contact with any reconstruction or alteration of facilities. Storm drain inlet retrofits shall meet the standard in Attachment C (Design Standards for Storm Drain Inlets).

- c. Municipal Maintenance Yards and Other Ancillary Operations: The Tier A Municipality shall implement the best management practices described in Attachment E (Best Management Practices for Municipal Maintenance Yards and Other Ancillary Operations) for municipal maintenance yards and other ancillary operations owned or operated by the Tier A Municipality. Ancillary operations include but are not limited to impound yards, permanent and mobile fueling locations, and yard trimmings and wood waste management sites. The Inventory of Material and Machinery, and Inspections and Good Housekeeping practices specified in Attachment E shall be conducted at all municipal maintenance yards and other ancillary operations. Best Management Practices shall be implemented for the following activities, whenever such activities occur:
 - i. Fueling Operations;
 - ii. Discharge of Stormwater from Secondary Containment;
 - iii. Vehicle Maintenance;
 - iv. On-Site Equipment and Vehicle Washing and Wash Wastewater Containment;
 - v. Salt and De-icing Material Storage and Handling;
 - vi. Aggregate Material and Construction Debris Storage;
 - vii. Street Sweepings, Catch Basin Clean Out, and Other Material Storage;
 - viii. Yard Trimmings and Wood Waste Management Sites that are owned and operated by the Tier A Municipality; and
 - ix. Roadside Vegetation Management.
- d. Employee Training: The Tier A Municipality shall develop, update and implement an employee training program to address Tier A MS4 NJPDES permit components and SPPP requirements. All municipal employees shall receive training on those stormwater topics applicable to their title and duties within 3 months of commencement of duties. Records including sign in sheet(s), date(s) of training, and training agenda(s) shall be kept in the SPPP. Training shall occur at least once every two years, unless otherwise specified below:
 - i. Yard Waste Collection Program (if applicable) – Provide training on frequency of yard waste pickups and schedule; and policy for how and when yard waste can be placed curbside. See Part IV.B.5.a.v (Yard Waste Ordinance).
 - ii. Monthly Sweeping of Certain Streets in Predominantly Commercial Areas - Provide training on sweeping schedules and proper management of materials collected. See Part IV.B.5.b.i (Street Sweeping).
 - iii. Illicit Connection Elimination and Outfall Pipe Mapping - Provide training on the impacts associated with illicit connections and details of the program including investigation techniques, physical observations, field sampling, and mapping procedures. See Part IV.B.6 (MS4 Outfall Pipe Mapping, and Illicit Discharge) and the National Menu of Stormwater Best Management Practices at www.epa.gov/npdes/national-menu-best-management-practices-bmps-stormwater.
 - iv. Outfall Pipe Stream Scouring Detection and Control - Provide training on how to identify outfall pipe stream scouring and contributing factors. See Part IV.B.6.b (Stream Scouring).

- v. Maintenance Yard Operations (including Ancillary Operations) - Provide training annually on inventory of materials and machinery, inspections and good housekeeping; fueling operations; discharge of stormwater from secondary containment; vehicle maintenance; on-site equipment and vehicle washing and wash wastewater containment; salt and de-icing material storage and handling; aggregate material and construction debris storage; street sweeping, catch basin clean out, and other material storage; yard trimmings and wood waste management sites. See Part IV.B.5.c (Municipal Maintenance Yards and Other Ancillary Operations).
 - vi. Waste Disposal Education - Provide training on the impacts associated with improper waste disposal, how to respond to inquiries regarding improper waste disposal, and appropriate enforcement authority.
 - vii. Municipal Ordinances - Provide training on the following ordinances: Pet Waste Ordinance; Wildlife Feeding Ordinance; Litter Control Ordinance; Improper Disposal of Waste Ordinance; Containerized Yard Waste/Yard Waste Collection Ordinance; and the Private Storm Drain Inlet Ordinance. Training shall include an overview of these ordinance requirements, enforcement policies and the repercussions of non-compliance with these ordinances. See Part IV.B.5.a (Community Wide Ordinances).
 - viii. Stormwater Facility Maintenance – Provide training annually on maintenance of stormwater facilities, and catch basin and inlet cleaning methods. See Part IV.C.1 (Stormwater Facilities Maintenance), and Part IV.B.5.b.ii (Catch Basin and Storm Drain Inlets).
 - ix. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment - Provide general training on the permitting requirements for construction activity and Post-Construction Stormwater Management in New Development and Redevelopment. See Part IV.B.3 (Construction Site Runoff) and B.4 (Post Construction).
 - x. Provide general training annually on the Tier A Municipality's SPPP, applicable recordkeeping requirements, and detailed training on any component applicable to an employee's title and duties. See Part IV.F (SPPP).
 - xi. Training may also be conducted on stormwater-related topics that serve an educational purpose for employees.
- e. **Stormwater Management Design Review Training:** The Tier A Municipality shall ensure that all design engineers, municipal engineers and other individuals that review the stormwater management design for development and redevelopment projects on behalf of the municipality, complete the Department approved Stormwater Management Design Review Course (see www.nj.gov/dep/stormwater/training.htm) once every five years. This includes those individuals that review any projects that are subject to the Tier A Municipality's municipal stormwater management plan and control ordinance as described in Part IV.B.4 (Post Construction). Individuals that will review stormwater management design and have not completed this course within the past five years must attend the next scheduled course offering. If unable to attend, the Tier A Municipality must notify the Department in writing no later than thirty days after the missed course offering explaining why attendance was not possible and what alternate arrangements are being made. Training completed within five calendar years prior to EDPA qualifies towards this requirement. The Tier A Municipality is required to maintain a list of the dates and names of training program participants in its SPPP.

- f. Municipal Board and Governing Body Member Related Training: The Tier A Municipality shall ensure that municipal board and governing body members that review and approve applications for development and redevelopment projects, complete the “Asking the Right Questions in Stormwater Review Training Tool” posted at www.nj.gov/dep/stormwater/training.htm. This includes those individuals that review any projects for compliance with Part IV.B.4 (Post Construction) of this permit. Training must be completed by current municipal board and governing body members on or before EDPA + 6 months and by new members within six months of commencing duties. Once per term of service thereafter, municipal board and governing body members must review at least one of the tools offered under Post-Construction Stormwater Management found at the website above. The Tier A Municipality is required to maintain a list of the dates and names of training program participants in its SPPP.
- g. Existing Permittee: An existing permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Pollution Prevention / Good Housekeeping for Municipal Operators specified in Attachment A for Existing Permittees (Measurable Goals and Implementation Schedule).

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

- a. Outfall Pipe Mapping: Tier A Municipalities shall develop, update and maintain an outfall pipe map showing the location of the end of all MS4 outfall pipes (tidal and non-tidal) owned or operated by the Tier A Municipality which discharge to a surface water body. The outfall pipe map shall:
 - i. Be current at the end of each calendar year;
 - ii. Show the location (and name, where known to the municipality) of all surface water bodies receiving discharges from those outfall pipes;
 - iii. Be included in the SPPP;
 - iv. Be provided to the Department by Existing Permittees on or before EDPA + 12 months and by New Permittees on or before EDPA + 36 months. New data points subsequently added to the map shall be provided to the Department annually thereafter; and
 - v. Be submitted electronically by December 21, 2020 via the Department’s designated electronic submission service.
- b. Stream Scouring: Tier A Municipalities shall develop, update and implement a program to detect, investigate and control any localized stream scouring from stormwater outfall pipes owned or operated by the municipality. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for specific measures. The Tier A Municipality shall, at a minimum:
 - i. Inspect each outfall pipe which discharges to a stream for localized stream scouring in the vicinity of the outfall pipe. Each outfall pipe shall be inspected at least once every five years;
 - ii. Inspect any outfall pipes newly identified in compliance with Part IV.B.6.a for localized stream scouring in the vicinity of the outfall pipe;

- iii. When localized stream scouring is detected, document sources of stormwater that contribute to the outfall pipes identified in i and ii, above. Each identified source shall be investigated; and (1) where identified sources are located on property owned or operated by the Tier A Municipality, corrective action to reduce stormwater rate or volume shall be taken by the municipality when feasible, or (2) where identified sources are within the jurisdiction of but not located on property owned or operated by the Tier A Municipality, the municipality shall ensure proper operation and maintenance of stormwater facilities located thereon pursuant to Part IV.C.1.b (Stormwater Facilities Maintenance), below;
 - iv. Prioritize, schedule and complete remediation of identified localized stream scouring and take action based upon the requirements of Part IV.B.6.b.iii(1) and (2), above. If not completed, a schedule for completion shall be maintained as required in Part IV.C.1.a.iv (Stormwater Facilities Maintenance); and
 - v. All stream scouring restoration shall be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey at N.J.A.C. 2:90-1 (e.g., Conduit Outlet Protection 12-1) and the requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13 et seq. All associated maintenance or repairs to stormwater facilities shall be made in accordance N.J.A.C 7:8.
- c. Illicit Discharge Detection and Elimination: The Tier A Municipality shall develop, update, implement and enforce an ongoing Illicit Discharge Detection and Elimination Program in accordance with this permit. This program shall be documented in the written SPPP, as required in Part IV.F.1.a.iii (SPPP). See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for specific measures. See also USEPA Guidance at www3.epa.gov/npdes/pubs/idde_manualwithappendices.pdf. The Tier A Municipality shall, at a minimum:
- i. Conduct visual dry weather inspection of all outfall pipes owned or operated by the municipality at least once every five years to determine if dry weather flow or other evidence of illicit discharge is present. Dry weather flow is flow occurring 72 hours after a rain event.
 - ii. Investigate the source if evidence of illicit discharge is found;
 - iii. Eliminate non-stormwater discharges that are traced to their source and found to be illicit connections;
 - iv. Document investigations and actions taken using the Department's Illicit Connection Inspection Report Form. See www.nj.gov/dep/dwq/tier_a_forms.htm;
 - v. Inspect any outfall pipes newly identified in compliance with Part IV.B.6.a for illicit discharges;
 - vi. Investigate dry weather flows discovered during routine inspection and maintenance of other elements of the MS4; and
 - vii. Investigate, within three months of receipt, complaints and reports of illicit connections, including those from operating entities of interconnected MS4s.
- d. The Tier A Municipality shall adopt and enforce an ordinance that prohibits illicit connections to the municipal separate storm sewer system operated by the Tier A Municipality. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for a sample ordinance.

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

C. Other Control Measures

1. Minimum Standards for Stormwater Facilities Maintenance

- a. The Tier A Municipality shall develop, update and implement a program to ensure adequate long-term cleaning, operation and maintenance of all municipally owned or operated stormwater facilities.
 - i. Stormwater facility inspection and maintenance must be performed pursuant to any maintenance plans, or more frequently as needed, to ensure the proper function and operation of the stormwater facility. See www.nj.gov/dep/stormwater/maintenance_guidance.htm.
 - ii. The Tier A Municipality shall maintain a log sufficient to demonstrate compliance with this section; including but not limited to the stormwater facility inspected, location information of the facility inspected (location information must be specific enough to locate and identify the stormwater facility in the field; e.g. geographic coordinates), name of inspector, date of inspection, findings, and any preventative and corrective maintenance performed. Example Maintenance Logs and Inspection Records forms which are sufficient to demonstrate compliance with this section are available at www.nj.gov/dep/stormwater/maintenance_guidance.htm.
 - iii. The Tier A Municipality shall certify annually that municipally owned or operated stormwater facilities are properly functioning.
 - iv. If stormwater facilities were found not to be functioning properly and repairs were not made, then necessary preventive and corrective maintenance shall be documented and prioritized, and a schedule for such repairs shall be maintained. The Tier A Municipality shall prioritize this schedule based upon but not limited to: (1) environmental, health and safety concerns; (2) the findings of catch basin and storm drain inlet inspections performed pursuant to Part IV.B.5.b.ii, above; (3) the findings of stream scouring inspections performed pursuant to Part IV.B.6.b, above; and (4) to incorporate the findings pursuant to Part IV.C.2 (TMDL Information), below.
- b. The Tier A Municipality shall develop, update, implement and enforce a program to ensure adequate long-term cleaning, operation and maintenance of stormwater facilities not owned or operated by the Tier A Municipality, not subject to the conditions of another NJPDES stormwater permit and constructed after February 7, 1984.
 - i. The Tier A Municipality shall ensure that stormwater facility maintenance is performed pursuant to any maintenance plans, or more frequently as needed to ensure the proper function and operation of the stormwater facility. See www.nj.gov/dep/stormwater/maintenance_guidance.htm.

- ii. The Tier A Municipality shall maintain a log sufficient to demonstrate compliance with this section; including but not limited to the actions taken by the municipality to enforce compliance with the long-term cleaning, operation and maintenance program; the stormwater facility that was the subject of the action; location information of the facility that was the subject of the action (location information must be specific enough to locate and identify the stormwater facility in the field; e.g. geographic coordinates); the name of person taking the action; the date of the action; and the findings. Example Maintenance Logs and Inspection Records forms which are sufficient to demonstrate compliance with this section are available at www.nj.gov/dep/stormwater/maintenance_guidance.htm.
- c. The Tier A Municipality shall maintain copies of all maintenance plans, as defined in Notes and Definitions Part IV.B.1.g of this permit, for stormwater facilities approved by the municipality. The Tier A municipality shall make copies of these maintenance plans available to the Department upon request.
- d. Existing Permittee: An existing permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Stormwater Facilities Maintenance specified in Attachment A for Existing Permittees (Measurable Goals and Implementation Schedule).

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

- a. Incorporation of TMDL Information Into the SPPP
 - i. The Tier A Municipality shall annually review approved or adopted TMDL reports to identify stormwater related pollutants listed therein and associated with any segment of surface water wholly or partially within or bordering the Tier A Municipality. This information may be accessed at www.nj.gov/dep/dwq/msrp-tmdl-rh.htm;
 - ii. The Tier A Municipality shall use TMDL information identified in i, above to, at a minimum, (1) assist in the prioritization of stormwater facility maintenance including schedules for repairs required at Part IV.B.6.b.iv (Stream Scouring) and IV.C.1.a.iv (Stormwater Facilities Maintenance), above; and (2) identify and develop strategies to address specific sources of stormwater related pollutants contributing to discharges authorized under this Tier A MS4 NJPDES permit. Strategies may include but are not limited to those found in the implementation section of approved or adopted TMDL reports (for examples see "Total Maximum Daily Load (TMDL) Guidance for Tier A MS4 Permittees" found at www.nj.gov/dep/dwq/msrp-tmdl-rh.htm); and
 - iii. The Tier A Municipality shall annually update its SPPP to list information identified in i and ii, above; and
 - iv. The Tier A Municipality shall incorporate any strategies identified in ii(2), above as an Optional Measure. See Part IV.E (Optional Measures) and Part IV.F.1.c (SPPP), below.
- b. Existing Permittee: An existing permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Total Maximum Daily Load (TMDL) Information specified in Attachment A for Existing Permittees (Measurable Goals and Implementation Schedule).

D. Additional Measures

1. Incorporation of Additional Measures

- a. Additional Measures are non-numeric (e.g., best management practices) or numeric effluent limitations that are expressly required to be included in a Tier A Municipality's stormwater program by a TMDL; a regional stormwater management plan; other elements of an adopted areawide Water Quality Management Plan; or the adopted Statewide Water Quality Management Plan.
- b. The Department will provide written notice of the adoption of any Additional Measure(s) to any affected Tier A Municipality. The Department will list each adopted Additional Measure in a minor modification to the Tier A MS4 NJPDES permit. For any required Additional Measure(s) other than numeric effluent limitations, the required Additional Measure(s) will specify the best management practices that shall be implemented and the measurable goals. The required Additional Measure(s) will also specify the implementation schedule.

E. Optional Measures

1. Incorporation of Optional Measures

- a. Optional Measures are BMPs, developed by the Tier A Municipality, that extend beyond the requirements of the Tier A MS4 NJPDES permit and that prevent or reduce pollution to waters of the State.
- b. The Tier A Municipality may, at its own discretion, incorporate Optional Measures into its MS4 stormwater program. Such BMPs shall be identified in the SPPP as Optional Measures.
- c. Failure to implement an Optional Measure identified in the SPPP shall not be considered a violation of the NJPDES permit.

2. Refuse Container / Dumpster Ordinance

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

F. Stormwater Pollution Prevention Plan (SPPP)

1. SPPP Requirements

- a. The Tier A Municipality shall develop, update, implement, and maintain a written SPPP (see the Tier A Municipal Guidance document www.nj.gov/dep/dwq/tier_a_guidance.htm) that:
 - i. Identifies the person designated as the Municipal Stormwater Program Coordinator (Stormwater Coordinator) per Part IV.F.2, below and the members of the SPPP Team.
 - ii. Documents the municipality's Tier A MS4 Stormwater Program including a description of shared or contracted services as allowed under Part IV.F.4, below.
 - iii. Describes the measures necessary for compliance with all components of the Tier A MS4 NJPDES permit including all measures described in Part IV.B, C, D and E above.

- iv. Reflects the measurable goals, implementation schedules, record keeping and other requirements in Attachment A for Existing Permittees and Attachment A-1 for New Permittees (Measurable Goals and Implementation Schedule).
- b. The Tier A Municipality's Stormwater Coordinator shall sign and date the SPPP per Part IV.F.3, below.
- c. The Tier A Municipality shall review the SPPP at least annually and update it as often as necessary to reflect changes related to the municipality's Tier A MS4 Stormwater Program. Any amendments to the SPPP:
 - i. Shall continue to meet the requirements of this permit;
 - ii. Shall be signed and dated by the Stormwater Coordinator; and
 - iii. Shall be retained for a period of at least five years from the date of amendment unless the Department issues a written notice to extend the retention period.
- d. The SPPP shall include any records required by this Tier A MS4 NJPDES permit. See Attachment A for Existing Permittees and Attachment A-1 for New Permittees (Measurable Goals and Implementation Schedule) for additional detail.
- e. The Department may notify the Tier A Municipality at any time that the SPPP does not meet one or more of the minimum requirements. Within thirty (30) days after receiving such notification unless otherwise specified by the Department, the Tier A Municipality shall amend the SPPP to adequately address all deficiencies, and written certification of such amendments shall be submitted to the Department.
- f. The current SPPP shall be posted on the Tier A Municipality's website no later than EDPA + 90 days with updates posted annually thereafter. The version posted on the website can exclude:
 - i. Inspection logs and other required record keeping; and
 - ii. The names of SPPP Team members but must include the name of the Stormwater Coordinator.
- g. The SPPP shall be made available to the Department and public upon request pursuant to N.J.A.C. 7:14A-25.6(j)2.

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

- a. Each Tier A Municipality shall designate a Stormwater Coordinator.
- b. The Stormwater Coordinator shall be either a principal executive officer or a ranking elected official as required at N.J.A.C. 7:14A-4.9(a)3;
- c. A principal executive officer or ranking elected official of the Tier A Municipality may assign this responsibility, as allowed at N.J.A.C. 7:14A-4.9(b), to a duly authorized representative who has overall responsibility for the operation of municipal stormwater facilities or municipal environmental matters;
- d. If an assignment under b or c, above changes, then a new assignment of responsibility shall be submitted to the Department. This is accomplished through completion of the online MSRP Annual Report (see Part IV.G Annual Report and Certification below) or the Stormwater Program Coordinator Information Update Sheet posted at www.nj.gov/dep/dwq/pdf/msrp_update_form.pdf. This information shall be submitted to the Department within 30 days of such change taking place.

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

- a. The Tier A Municipality shall designate a Municipal Stormwater Program Coordinator (Stormwater Coordinator). The Stormwater Coordinator is responsible for:
 - i. Coordinating the permittee's implementation of the SPPP and Tier A MS4 NJPDES permit conditions;
 - ii. Signing and dating the SPPP;
 - iii. Coordinating the completion and submittal of the Annual Report and Certification; and
 - iv. Certifying, signing and dating the Annual Report.

4. Implementation of SPPP Conditions through Shared or Contracted Services

- a. The Tier A Municipality may rely on another governmental, private, or nonprofit entity to satisfy one or more of the Tier A Municipality's MS4 NJPDES permit conditions, or component thereof, through the implementation of best management practices or control measures. This is only allowable provided the following conditions are met:
 - i. The other entity implements the best management practice(s) or control measure(s);
 - ii. The particular best management practice(s) or control measure(s), or component(s) thereof, is at least as stringent or as frequent as the corresponding NJPDES permit requirement;
 - iii. The other entity agrees in writing or is required by law to implement the measure(s), or component(s) thereof, in such a manner that is in compliance with the Tier A MS4 NJPDES permit on the Tier A Municipality's behalf; and
 - iv. The Tier A Municipality specifies in its SPPP (1) which NJPDES permit conditions will be implemented by another entity and (2) the name of the responsible entity.
- b. For any projects or activities which the Tier A Municipality assigns to another entity which is a private contractor, the awarded contract shall require the contractor to conduct such projects or activities in such a manner that is in compliance with the Tier A MS4 NJPDES permit.
- c. The Tier A Municipality is responsible for compliance with this permit if the other entity fails to implement the measure(s) or component(s), thereof.

G. Annual Report and Certification

1. Reporting Requirements

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

- b. The Stormwater Coordinator shall certify, sign and date the Annual Report.
- c. Submit an Annual Report and Certification: on or before May 1st annually to the Department through the Regulatory Services Portal (instructions at www.nj.gov/dep/dwq/tier_a.htm).
- d. A copy of each Annual Report and Certification shall be kept at a central location and shall be made available to the Department for inspection.
- e. The Tier A Municipality shall retain the Annual Report and Certification as well as any records required to be kept by this permit for a period of at least five years.
- f. The Tier A Municipality shall document in the Annual Report (1) if it relies on another entity to satisfy one or more of the Tier A Municipality's MS4 NJPDES permit conditions as described in Part IV.F.4.a (Implementation of SPPP Conditions through Shared or Contracted Services), above; (2) which NJPDES permit conditions will be satisfied by another entity; and (3) the name of the governmental, private, or nonprofit entity.

ELIZABETH CITY , Elizabeth

Permit No.NJG0151530
DST170001 Stormwater Discharge General Permit Authorization
Renewal

Attachment A – Measurable Goals and Implementation Schedule for Existing Permittees

General

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

General

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Attachment B – Points System for Public Education and Outreach Activities

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

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

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

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

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

Category 4: Watershed/Regional Collaboration

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

Category 5: Community Involvement Activities

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

*Signs receive 0.5 credits per sign. A maximum of 5 credits are allowed.

Attachment C - Design Standards for Storm Drain Inlets

Application of Design Standard

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

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

Design Standard

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

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

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

Exemptions from the Design Standard

- Where each individual clear space in the curb opening in existing curb-opening inlets does not have an area of more than nine (9.0) square inches;
- Where the review agency determines that the standards would cause inadequate hydraulic performance that could not practicably be overcome by using additional or larger storm drain inlets;
- Where flows from the water quality design storm as specified in N.J.A.C. 7:8 are conveyed through any device (e.g., end of pipe netting facility, manufactured treatment device, or a catch basin hood) that is designed, at a minimum, to prevent delivery of all solid and floatable materials that could not pass through one of the following:

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

A bar screen having a bar spacing of 0.5 inches;

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

- Where flows are conveyed through a trash rack that has parallel bars with one inch (1") spacing between the bars, to the elevation of the water quality design storm as specified in N.J.A.C. 7:8; or
- Where the Department determines, pursuant to the New Jersey Register of Historic Places Rules at N.J.A.C. 7:4-7.2(c), that action to meet the standard is an undertaking that constitutes an encroachment or will damage or destroy the New Jersey Register listed historic property.

Attachment D – Major Development Stormwater Summary

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

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

Storm Event Information			
Storm Event: Rainfall (inches and duration)	2 yr.: _____	10 yr.: _____	
	100 yr.: _____	WQ DS: _____	
Runoff Computation Method (circle one): NRCS: Dimensionless Unit Hydrograph NRCS: Delmarva Unit Hydrograph Rational Modified Rational Other: _____			

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

Comments: _____

Name of Person Filling Out This Form: _____

Signature: _____

Title: _____

Date: _____

Basin Specifications (answer all that apply)
If more than one basin, attach multiple sheets

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

Basin Specifications (answer all that apply)
If more than one basin, attach multiple sheets

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

Basin Specifications (answer all that apply)
If more than one basin, attach multiple sheets

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

Name of Person Filling Out This Form: _____

Signature: _____

Title: _____

Date: _____

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

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

Inventory of Materials and Machinery

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

Inspections and Good Housekeeping

1. Inspect the entire site, including the site periphery, monthly (under both dry and wet conditions, when possible). Identify conditions that would contribute to stormwater contamination, illicit discharges or negative impacts to the Tier A Municipality's MS4. Maintain an inspection log detailing conditions requiring attention and remedial actions taken for all activities occurring at Municipal Maintenance Yards and Other Ancillary Operations. This log must contain, at a minimum, a record of inspections of all operations listed in Part IV.B.5.c. of this permit including dates and times of the inspections, and the name of the person conducting the inspection and relevant findings. This log must be kept on-site with the SPPP and made available to the Department upon request. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for additional information.
2. Conduct cleanups of spills of liquids or dry materials immediately after discovery. All spills shall be cleaned using dry cleaning methods only. Clean up spills with a dry, absorbent material (i.e., kitty litter, sawdust, etc.) and sweep the rest of the area. Dispose of collected waste properly. Store clean-up materials, spill kits and drip pans near all liquid transfer areas, protected from rainfall.
3. Properly label all containers. Labels shall be legible, clean and visible. Keep containers in good condition, protected from damage and spillage, and tightly closed when not in use. When practical, store containers indoors. If indoor storage is not practical, containers may be stored outside if covered and placed on spill platforms or clean pallets. An area that is graded and/or bermed to prevent run-through of stormwater may be used in place of spill platforms or clean pallets. Outdoor storage locations shall be regularly maintained.

Fueling Operations

1. Establish, maintain and implement standard operating procedures to address vehicle fueling; receipt of bulk fuel deliveries; and inspection and maintenance of storage tanks, including the associated piping and fuel pumps.
 - a. Place drip pans under all hose and pipe connections and other leak-prone areas during bulk transfer of fuels.
 - b. Block storm sewer inlets, or contain tank trucks used for bulk transfer, with temporary berms or temporary absorbent booms during the transfer process. If temporary berms or booms are being used instead of blocking the storm sewer inlets, all hose connection points associated with the transfer of fuel shall be within the temporarily bermed or boomed area during the loading/unloading of bulk fuels. A trained employee shall be present to supervise the bulk transfer of fuel.
 - c. Clearly post, in a prominent area of the facility, instructions for safe operation of fueling equipment. Include all of the following:
 - “Topping off of vehicles, mobile fuel tanks, and storage tanks is strictly prohibited”
 - “Stay in view of fueling nozzle during dispensing”
 - Contact information for the person(s) responsible for spill response.
 - d. Immediately repair or replace any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair.

Discharge of Stormwater from Secondary Containment

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

Vehicle Maintenance

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

On-Site Equipment and Vehicle Washing and Wash Wastewater Containment

1. Manage any equipment and vehicle washing activities so that there are no unpermitted discharges of wash wastewater to storm sewer inlets or to waters of the State.
2. Tier A Municipalities which cannot discharge wash wastewater to a sanitary sewer or which cannot otherwise comply with 1, above, may temporarily contain wash wastewater prior to proper disposal under the following conditions:
 - a. Containment structures shall not leak. Any underground tanks and associated piping shall be tested for integrity every 3 years using appropriate methods determined by "*The List of Leak Detection Evaluations for Storage Tank Systems*" created by the National Work Group on Leak Detection Evaluations (NWGLDE) or as determined appropriate and certified by a professional engineer for the site specific containment structure(s).
 - b. For any cathodically protected containment system, provide a passing cathodic protection survey every three years.
 - c. Operate containment structures to prevent overfilling resulting from normal or abnormal operations, overfilling, malfunctions of equipment, and human error. Overfill prevention shall include manual sticking/gauging of the tank before each use unless system design prevents such measurement. Tank shall no longer accept wash wastewater when determined to be at 95% capacity. Record each measurement to the nearest ½ inch.
 - d. Before each use, perform inspections of all visible portions of containment structures to ensure that they are structurally sound, and to detect deterioration of the wash pad, catch basin, sump, tank, piping, risers, walls, floors, joints, seams, pumps and pipe connections or other containment devices. The wash pad, catch basin, sump and associated drains should be kept free of debris before each use. Log dates of inspection; inspector's name, and conditions. This inspection is not required if system design prevents such inspection.
 - e. Containment structures shall be emptied and taken out of service immediately upon detection of a leak. Complete all necessary repairs to ensure structural integrity prior to placing the containment structure back into service. Any spills or suspected release of hazardous substances shall be immediately reported to the NJDEP Hotline (1-877-927-6337) followed by a site investigation in accordance with N.J.A.C. 7:26C and N.J.A.C 7:26E if the discharge is confirmed.
 - f. All equipment and vehicle wash wastewater placed into storage must be disposed of in a legally permitted manner (e.g. pumped out and delivered to a duly permitted and/or approved wastewater treatment facility).
 - g. Maintain a log of equipment and vehicle wash wastewater containment structure clean-outs including date and method of removal, mode of transportation (including name of hauler if applicable) and the location of disposal. See Underground Vehicle Wash Water Storage Tank Use Log at end of this attachment.
 - h. Containment structures shall be inspected annually by a NJ licensed professional engineer. The engineer shall certify the condition of all structures including: wash pad, catch basin,

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

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

Salt and De-icing Material Storage and Handling

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

Aggregate Material and Construction Debris Storage

1. Store materials such as sand, gravel, stone, top soil, road millings, waste concrete, asphalt, brick, block and asphalt based roofing scrap and processed aggregate in such a manner as to minimize stormwater run-on and aggregate run-off via surface grading, dikes and/or berms (which may include sand bags, hay bales and curbing, among others) or three sided storage bays. Where possible the open side of storage bays shall be situated on the upslope. The area in front of storage bays and adjacent to storage areas shall be swept clean after loading/unloading.
2. Sand, top soil, road millings and processed aggregate may only be stored outside and uncovered if in compliance with item 1 above and a 50-foot setback is maintained from surface water bodies, storm sewer inlets, and/or ditches or other stormwater conveyance channels.
3. Road millings must be managed in conformance with the “Recycled Asphalt Pavement and Asphalt Millings (RAP) Reuse Guidance” (see www.nj.gov/dep/dshw/rrtp/asphaltguidance.pdf) or properly disposed of as solid waste pursuant to N.J.A.C. 7:26-1 et seq.
4. The stockpiling of materials and construction of storage bays on certain land (including but not limited to coastal areas, wetlands and floodplains) may be subject to regulation by the Division of Land Use Regulation (see www.nj.gov/dep/landuse/ for more information).

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

1. For the purposes of this permit, this BMP is intended for road cleanup materials as well as other similar materials. Road cleanup materials may include but are not limited to street sweepings, storm sewer clean out materials, stormwater basin clean out materials and other similar materials that may be collected during road cleanup operations. These BMPs do not cover materials such as liquids, wastes which are removed from municipal sanitary sewer systems or material which constitutes hazardous waste in accordance with N.J.A.C. 7:26G-1.1 et seq.
2. Road cleanup materials must be ultimately disposed of in accordance with N.J.A.C. 7:26-1.1 et seq. See the “Guidance Document for the Management of Street Sweepings and Other Road Cleanup Materials” (www.nj.gov/dep/dshw/rrtp/sweeping.htm).
3. Road cleanup materials placed into storage must be, at a minimum:
 - a. Stored in leak-proof containers or on an impervious surface that is contained (e.g. bermed) to control leachate and litter; and
 - b. Removed for disposal (in accordance with 2, above) within six (6) months of placement into storage.

Yard Trimmings and Wood Waste Management Sites

1. These practices are applicable to any yard trimmings or wood waste management site:
 - a. Owned and operated by the Tier A Municipality;
 - i. For staging, storing, composting or otherwise managing yard trimmings, or
 - ii. For staging, storing or otherwise managing wood waste, and
 - b. Operated in compliance with the Recycling Rules found at N.J.A.C. 7:26A.
2. Yard trimmings or wood waste management sites must be operated in a manner that:
 - a. Diverts stormwater away from yard trimmings and wood waste management operations; and
 - b. Minimizes or eliminates the exposure of yard trimmings, wood waste and related materials to stormwater.
3. Yard trimmings and wood waste management site specific practices:
 - a. Construct windrows, staging and storage piles:
 - i. In such a manner that materials contained in the windrows, staging and storage piles (processed and unprocessed) do not enter waterways of the State;
 - ii. On ground which is not susceptible to seasonal flooding;
 - iii. In such a manner that prevents stormwater run-on and leachate run-off (e.g. use of covered areas, diversion swales, ditches or other designs to divert stormwater from contacting yard trimmings and wood waste).
 - b. Maintain perimeter controls such as curbs, berms, hay bales, silt fences, jersey barriers or setbacks, to eliminate the discharge of stormwater runoff carrying leachate or litter from the site to storm sewer inlets or to surface waters of the State.
 - c. Prevent on-site storm drain inlets from siltation using controls such as hay bales, silt fences, or filter fabric inlet protection.
 - d. Dry weather run-off that reaches a municipal stormwater sewer system is an illicit discharge. Possible sources of dry weather run-off include wetting of piles by the site operator; uncontrolled pile leachate or uncontrolled leachate from other materials stored at the site.
 - e. Remove trash from yard trimmings and wood waste upon receipt.
 - f. Monitor site for trash on a routine basis.
 - g. Store trash in leak-proof containers or on an impervious surface that is contained (e.g. bermed) to control leachate and litter;
 - h. Dispose of collected trash at a permitted solid waste facility.
 - i. Employ preventative tracking measures, such as gravel, quarry blend, or rumble strips at exits.

Roadside Vegetation Management

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

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

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

Permittee: _____

NJPDES Permit No: _____

Containment Structure Location: _____

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

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

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

Acceptable _____

Unacceptable _____

Conditionally Acceptable _____

List necessary repairs and other conditions: _____

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

Name (print): _____ Seal: _____

Signature: _____

Date: _____

Underground Vehicle Wash Water Storage Tank Use Log

Name and Address of Facility _____

Facility Permit Number _____

Tank ID Number _____

Tank Location _____

Tank Volume _____ gallons

Tank Height _____ inches

95% Volume _____ gallons

95% Volume _____ inches

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

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

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

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

Underground Vehicle Wash Water Storage Tank Pump Out Log

Name and Address of Facility _____

Facility Permit Number _____

Tank ID Number _____

Tank Location _____

Tank Volume _____ gallons

<u>Date and Time of Pump Out</u>	<u>Volume of Liquid Removed</u>	<u>Waste Hauler *</u>	<u>Destination of the Liquid Disposal *</u>

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

MSRP ANNUAL REPORT - Tier A

You have completed the Annual Report submittal process. You may print or save a copy of this submittal report for your records.

Service ID: 805419
Facility Name: ELIZABETH CITY
Reporting Period: January 1, 2017 through December 31, 2017
NJPDES Permit #: NJG0151530
Activity ID: DST170001

Contacts

Name: Dee Gillespie
Title: Project Director
Contact Type: Stormwater Coordinator
Organization Name: ELIZABETH CITY
Organization Type: Municipal
E-Mail: Dee.Gillespie@amwater.com
Phone: (732) 302-3170 (Work Phone Number)
(732) 627-0868 (Fax Number)
Contact Address: 50 WINFIELD SCOTT PLAZA
Elizabeth, New Jersey 072012462

Uploaded Attachments

Attachment Name	Attachment Description	File Name
2017 MS4 Tier A Supp.	2017 MS4 Tier A Permit Annual - Quest.	Tier_A_MS4_Annual_Supplemental_Questionnaire - Submitted 05.01.2018.pdf

Annual Report Details - Part A

Municipality Information

Team member responsible for completing the report:	John "Dee" Gillespie
Team member email address:	Dee.Gillespie@amwater.com

Stormwater Pollution Prevention Plan

1. Has the municipality revised its Stormwater Pollution Prevention Plan during the last calendar year?	No
2. Date of the last revised SPPP:	

Public Notice

1. Is the municipality complying with applicable State and local public notice requirements when providing for public participation in	Yes
--	-----

the ongoing development and implementation of the stormwater program?

Report Details - Part B

Post-Construction Stormwater Management in New Development and Redevelopment

1. Is the municipality reviewing and approving major development residential projects in accordance with the Residential Site Improvement Standards (RSIS)?	Yes
2. Did the municipality adopt a municipal stormwater management plan?	Yes
3. Most recent date of adopted municipal stormwater management plan:	06/22/2006
4. Status of this plan (if not adopted):	
5. Did the municipality adopt the municipal stormwater control ordinance provided by NJDEP without change?	Yes
6. Most recent date the municipality adopted a municipal stormwater control ordinance:	08/22/2006
7. What is the current status of the ordinance?	
8. Did the municipality submit the adopted municipal stormwater management plan to the appropriate county review agency for approval?	Yes
9. Most recent date the adopted Municipal Stormwater Management Plan was submitted to the appropriate county review agency for approval:	07/27/2006
10. If yes, did the municipality send the adopted municipal stormwater control ordinance to the appropriate county review agency for approval?	Yes
11. Most recent date the adopted Municipal Stormwater Control Ordinance was submitted to the appropriate county review agency for approval:	07/27/2006
12. Status of county review:	Approved
13. Did the municipality adopt the review agency's required amendments and resubmit to the county review agency?	
14. Is the Stormwater Control Ordinance in effect?	Yes
15. Most recent effective date of Stormwater Control Ordinance:	09/12/2006
16. Ordinance Number(s):	3860
17. What is the current status of the adopted plan and ordinance?	
18. Are you reviewing projects as part of your site plan and subdivision approval process to ensure that they comply with your municipality's effective municipal stormwater control ordinance(s)?	Yes
19. How many projects that were subject to either the municipal stormwater control ordinance or the stormwater provisions of RSIS did the municipality review?	3

20. Does the municipal stormwater management plan contain a mitigation plan?	Yes
21. Has the municipality granted any variances or exemptions from the design and performance standards for stormwater management measures set forth in the approved municipal stormwater management plan and stormwater control ordinance(s)?	No
22. If yes, how many variances or exemptions from the design and performance standards has the municipality granted?	
23. If granted any variances or exemptions, did you submit a written report to the county review agency describing the variance or exemption and the required mitigation?	
24. Does the municipality's plan review evaluate storm drain inlet protection for solids and floatables in accordance with Attachment C of the permit?	Yes
25. Does the municipality require plans for long-term operation and maintenance for stormwater BMPs?	Yes
26. Are you ensuring that adequate long-term operation and maintenance of stormwater BMPs is being performed on property that you do not own or operate?	
Please keep an inventory of stormwater BMPs indicating type, function and location in a format provided by the Department onsite and available for inspection or upon request.	Yes
27. Briefly indicate how this is being accomplished (e.g., ordinance requiring operation and maintenance by private entity; operation and maintenance by you or other governmental entity):	Ordinance requiring operation and maintenance by private entity.
28. Is the municipality's stormwater management plan re-examined at each re-examination of the master plan in accordance with N.J.A.C. 7:8-4?	N/A - we did not re-examine our master plan this year
29. Date re-examination report was last adopted:	

Report Details - Part C

Local Public Education Program

1. Have you developed a Local Public Education Program?	Yes
2. Have you conducted educational activities that total a minimum of 10 points (between January 1, 2017 and December 31, 2017)?	Yes
3. School Presentations (1 point per visit / maximum of 5 points per year):	2
4. Website (1 point):	0
5. Stormwater Display (2 points):	2
6. Giveaway (2 points):	2
7. Citizen Stormwater Advisory Committee (2 points):	0
8. Utilize Department Materials (2 points each / maximum of 4 points per year):	0

9. Poster Contest (2 points):	0
10. Stormwater Training for Elected Municipal Officials (3 points):	0
11. Mural (3 points):	0
12. Mailing (3 points):	3
13. Partnership Agreement / Local Event (3 points):	3
14. Ordinance Education (5 points):	0

Storm Drain Inlet Labeling

1. Have you established a storm drain inlet labeling program?	Yes
2. Indicate the percentage or number of sectors labeled to date:	100%
3. Other Amount:	
4. Is your municipality maintaining the labels (i.e. replacing and/or repainting)?	Yes

Improper Disposal of Waste

Have you adopted and are you enforcing a regulatory mechanism for:

1. Pet Waste Ordinance:	Yes
2. Date adopted:	09/13/2005
3. Litter Ordinance/State Litter Statute:	Litter Ordinance
4. Date adopted:	09/13/2005
5. Improper Disposal of Waste Ordinance:	Yes
6. Date adopted:	09/13/2005
7. Wildlife Feeding Ordinance:	Yes
8. Date adopted:	09/13/2005
9. Containerized Yard Waste Ordinance / Yard Waste Collection Program Ordinance:	Adopted Both
10. Date adopted:	09/13/2005
11. Illicit Connection Ordinance:	Yes
12. Date adopted:	09/13/2005
13. Refuse Container/Dumpster Ordinance:	Yes
14. Date adopted:	05/27/2009
15. Private Storm Drain Inlet Retrofitting Ordinance:	Yes
16. Date adopted:	05/27/2009
17. Status of these ordinances (if not adopted):	
18. Method(s) of enforcement (e.g., summons, warnings, additional signs, etc.):	Warnings and summons
19. Are you distributing the Pet Waste Information Sheets with pet licenses?	Yes

Report Details - Part D

MS4 Outfall Pipe Mapping

1. Has the municipality completed the mapping of the MS4 outfall pipes?	Yes
2. Date completed:	01/30/2006
3. Number of outfall pipes that you operate in the municipality:	28
4. How many MS4 outfall pipes are mapped?	28

Illicit Connection Elimination Program

1. Does the municipality have an ongoing program to detect and eliminate illicit connections to municipally owned or operated outfall pipes?	Yes
2. How many outfall pipes were inspected during the past calendar year?	28
3. Number of illicit connections detected during the past calendar year:	0
4. Number of illicit connections eliminated during the past calendar year:	0
Please attach, in a format provided by the Department, a list of all outfalls found to have an illicit connection since the inception of the program. The list must include the outfall location, receiving water body, source of illicit connection and the date the illicit connection was eliminated.	

Street Sweeping Program

1. In the past calendar year, were all required streets swept?	Yes
2. What was the total number of miles swept?	14000

List the total amount of materials collected for each month since January 1, 2017, in tons.

3. Units:	Cubic yards
4. January:	562
5. February:	394
6. March:	375
7. April:	590
8. May:	664
9. June:	637

10. July:	593
11. August:	700
12. September:	614
13. October:	720
14. November:	1004
15. December:	444
16. Total (Note: 1.053 cubic yards = 1 ton):	6929.72
17. Explain the reason if reporting zero (0) for a month above:	

Storm Drain Inlet Retrofitting

1. Has the municipality completed repaving, repairing, reconstruction, or alterations on any road surfaces in direct contact with municipally owned or operated storm drain inlets?	Yes
2. Approximately what percentage of storm drains within the municipality currently meet the standard?	100

Stormwater Facility Maintenance

Stormwater facilities include, but are not limited to, catch basins, extended detention basins, low flow bypasses, underground detention, dry wells, manufactured treatment devices, pervious paving buffers, infiltration basins/trenches, sand filters, constructed wetlands, wet ponds, bioretention, rooftop vegetated cover, vegetative filters, and stormwater conveyance systems. Stormwater facility inventories that indicate the type, function, and location of the facility must be kept onsite and available for inspection or upon request in a format provided by the Department. The format is available as SPPP Form 13 at: http://www.nj.gov/dep/dwq/pdf/Tier_A/A%20-%20pdf%206.pdf.

1. Have you developed a Stormwater Facility Maintenance Program?	Yes
--	-----

Other Stormwater Facilities

1. Were all stormwater facilities that you operate inspected?	Yes
2. Were any found to be in need of cleaning or repair in order to function properly?	Yes
3. During the past calendar year, were any stormwater facilities (excluding catch basins) cleaned?	Yes
4. Were repairs made?	Yes
5. Describe repair(s) or if repairs have not yet been made, provide a schedule for the repair(s):	Rehabilitation of the South Second Street Pump Station.

Catch Basins

1. Total number of catch basins that the municipality operates:	3100
2. Total number of catch basins inspected:	3100
3. Total number of catch basins cleaned:	2830
4. Amount of materials removed from catch basins, in tons, during the past calendar year:	97.80
5. Units:	Tons

Report Details - Part E

Outfall Pipe Stream Scouring Remediation

For all outfall pipes undergoing remediation through a scour remediation program, attach additional page(s) as necessary indicating the location of the outfall pipe (including the alphanumeric identifier), the repair start date, and the repair completion date.

1. Has the municipality developed a prioritized list of outfall pipes requiring outfall pipe stream scouring remediation?	Yes
---	-----

De-icing Material and Sand Storage

1. Does the municipality have a permanent structure for all de-icing material storage?	Yes
2. If sand is being stored outside, is it set back 50 feet from storm sewer inlets, ditches or other stormwater conveyance channels, and surface water bodies?	Yes

Fueling Operations

1. Is the municipality implementing Standard Operating Procedures for vehicle fueling and receiving of bulk fuel deliveries at maintenance yard operations?	N/A - no fueling
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Vehicle Maintenance

1. Is the municipality implementing Standard Operating Procedures for vehicle maintenance and repair activities at maintenance yard operations?	Yes
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Good Housekeeping Practices

1. Is the municipality implementing Good Housekeeping Practices for all materials or machinery listed in the Inventory Requirements for Municipal Maintenance Yard Operations (including maintenance activities and ancillary operations)?	Yes
--	-----

Equipment and Vehicle Washing

1. Has the municipality implemented measures to properly handle the discharge of equipment and vehicle wash wastewater from municipal maintenance yard operations?	Yes
2. Please indicate which option you implemented to eliminate the unpermitted discharge:	Connected to sanitary sewer
3. Date the management measure was implemented:	09/07/2005
4. What is the NJPDES permit number that authorizes the discharge of vehicle and equipment wash wastewater?	
5. Is the municipality maintaining records of vehicle and equipment washing?	

Annual Employee Training

1. Did the municipality conduct training for employees on stormwater related topics as required under the MS4 permit (e.g., police officers trained on ordinances)?	Yes
2. List date(s) of employee training:	3/9/17, 5/9/17, 5/10/17, 6/8/17, 8/15/17

Report Details - Part F

Sharing of Responsibilities

Does the municipality share services with another entity to satisfy a permit requirement?	Yes
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For each of the following, indicate if you are relying on another entity to satisfy all or part of any permit requirements. Please provide additional information for any "Yes" answers in the provided Comments field.

1. Public notice:	No
2. Comments:	
3. Ensure compliance with RSIS for stormwater management:	Yes
4. Comments:	Harbor Consultants, Inc.
5. Municipal stormwater management plan:	No
6. Comments:	
7. Municipal stormwater control ordinance:	No
8. Comments:	

9. Long term operation and maintenance of BMPs (post-construction):	No
10. Comments:	
11. Storm drain inlet design standard (post-construction):	No
12. Comments:	
13. Local public education program:	No
14. Comments:	
15. Storm Drain Inlet Labeling Program:	Yes
16. Comments:	E'Town Services LLC
17. Illicit connection elimination program:	Yes
18. Comments:	E'Town Services LLC
19. Street sweeping:	No
20. Comments:	
21. Storm drain inlet retrofitting:	No
22. Comments:	
23. Maintenance of municipally operated stormwater facilities:	Yes
24. Comments:	E'Town Services LLC
25. Outfall pipe stream scouring:	Yes
26. Comments:	E'Town Services LLC
27. De-icing and sand storage:	No
28. Comments:	
29. Fueling operations:	No
30. Comments:	
31. Vehicle maintenance:	No
32. Comments:	
33. Good Housekeeping:	No
34. Comments:	
35. Vehicle and Equipment Washing:	No
36. Comments:	
37. Employee Training:	No
38. Comments:	

Incidents of Non-compliance

Based on the answers you provided above, the Department has identified the following possible permit compliance issues. Please complete the Incidents of Non-compliance section and identify steps being taken to correct these deficiencies.

- Your municipality has not revised your Stormwater Pollution Prevention Plan to incorporate changes required by the renewal permit.

1. Did your Public Complex have any incidents of non-compliance?	Yes
2. Identify the steps being taken to remedy the noncompliance and to prevent such incidents from recurring. (If the text box is not large enough to complete this section, please provide your report as an attachment and upload it on the next screen. Please reference the attachment in the textbox.)	Under contract with a consultant to update the Stormwater Pollution Prevention Plan.

Certification

Certifier: Dee Gillespie
Certifier ID: DGETOWN
Challenge/Response Question: What is your all-time favorite sports team?
Challenge/Response Answer: *****
Certification PIN: *****
Date/Time of Certification: 05/01/2018 16:27

"I certify under penalty of law that this Annual Report and Certification and all attached documents were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate this information. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering this information, the information in this Annual Report and Certification and all attached documents is, to the best of my knowledge and belief, true, accurate and complete.

"I certify that the municipality is in compliance with its stormwater program, Stormwater Pollution Prevention Plan (SPPP) and the NJPDES Tier A Municipal Stormwater General Permit No. NJG0151530 except for any incidents of non-compliance which are identified herein. For any incidents of non-compliance, the Annual Report identifies the steps being taken to remedy the non-compliance and to prevent such incidents from recurring.

"I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for purposely, knowingly, recklessly, or negligently submitting false information."

Please note, no changes will be allowed to be made to this report upon its certification. If you need to correct or modify the report after certification, please contact your case manager at (609) 633-7021 so they may enable that function.

Dee Gillespie 05/01/2018
General **Date**

7 DPW - Standard Operating Procedures

Attachments Follow

- 7.1 Inspections and Good Housekeeping**
- 7.2 Discharge of Stormwater from Secondary Containment**
- 7.3 Vehicle Maintenance**
- 7.4 Salt and De-icing Material Storage and Handling**
- 7.5 Aggregate Material and Construction Debris Storage**
- 7.6 Street Sweepings, Catch Basin Clean out, and Other Material Storage**
- 7.7 Roadside Vegetation Maintenance**



INSPECTION AND GOOD HOUSEKEEPING

City of Elizabeth, New Jersey

Standard Operating Procedures (SOP)

for Stormwater Pollution Prevention

Purpose	This Standard Operating Procedure (SOP) contains the basic good housekeeping practices to be implemented at the city's maintenance yards including maintenance areas at ancillary operations.
Where	<ul style="list-style-type: none">• Department of Public Works Yard• Recycling Center• Maintenance Areas at other City ancillary operations
Standards and Specifications	
General	<ul style="list-style-type: none">• All containers should be properly labeled and marked, and the labels must remain clean and visible.• All containers must be kept in good condition and tightly closed when not in use.• When practical, chemicals, fluids and supplies should be kept indoors.• If containers are stored outside, they must be covered and placed on spill platforms.• Keep storage areas clean and well organized.• Spill kits and drip pans must be kept near any liquid transfer areas, protected from rainfall.• Absorbent spill clean-up materials must be available in maintenance areas and shall be disposed of properly after use.• Place trash, dirt and other debris in the dumpster.• Collect waste fluids in properly labeled containers and dispose of them properly.• Establish and maintain a recycling program by disposing, papers, cans, bottles and trash in designated bins.
Spill Response and Reporting	<ul style="list-style-type: none">• All chemical spills must be reported to your supervisor• Be knowledgeable about the material you are working with and be familiar with the MSDS facts.• Have spill cleanup material available and ready to go; familiarize yourself with the locations of spill kits and cleaning materials and how to use them.• Cover the spill with an absorbent material such as kitty litter, oil dry, saw dust or oil absorbent pads. Dispose of used absorbent material appropriately.• Do not wash a spill into the storm drain or a water body• Stop the source of the spill upon discovery• Spills are to be cleaned using dry cleaning methods only.• For larger spills and hazardous materials contact the City of Elizabeth Fire Department 908-820-2800 or Union County Emergency Response Team 800-424-8802



INSPECTION AND GOOD HOUSEKEEPING

City of Elizabeth, New Jersey

Standard Operating Procedures (SOP)

for Stormwater Pollution Prevention

Maintenance and Inspection	<ul style="list-style-type: none">• Periodically check for leaks and damaged equipment and make repairs as necessary.• Perform monthly inspections of all (indoor and outdoor if applicable) storage locations.
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DISCHARGE OF STORMWATER FROM SECONDARY CONTAINMENT

City of Elizabeth, New Jersey Standard Operating Procedures (SOP) for Stormwater Pollution Prevention

Purpose	This SOP contains the basic practices of discharge of stormwater from secondary containment based on Tier A Stormwater Guidance.
Where	<ul style="list-style-type: none">• Oil tanks and barrels stored in secondary containments that is exposed to stormwater.• applies to all City operated or owned maintenance yards and recycling centers
Standards and Specifications	
General	<ul style="list-style-type: none">• 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 oil. 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 shall be hauled for proper disposal, and copies of hauling receipts maintained on site.



VEHICLE MAINTENANCE

City of Elizabeth, New Jersey

Standard Operating Procedures (SOP)

for Stormwater Pollution Prevention

Purpose	The purpose of this SOP is to provide a set of guidelines for the City of Elizabeth vehicle maintenance yards including maintenance activities at ancillary operations.
Where	<ul style="list-style-type: none">• Department of Public Works Yard• Recycling Center• Maintenance Areas at other City ancillary operations
Standards and Specifications	
General	<ul style="list-style-type: none">• Conduct vehicle maintenance operation only in designated areas.• When possible, perform all vehicle and equipment maintenance at an indoor location with a paved floor.• Always use drip pans.• Absorbent spill clean-up materials shall be available in maintenance areas and shall be disposed of properly after use.• Maintenance areas shall be protected from stormwater run-on and runoff and shall be located at least 50 feet of downstream drainage facilities and watercourses.• Use portable tents or construct a roofing-device over long-term maintenance areas and for projects that must be performed outdoors.• Do not dump or dispose oils, grease, fluids, and lubricants onto the ground.• Do not dump or dispose batteries, used oils, antifreeze and other toxic fluids into a storm drain or watercourse.• Do not bury tires.• Collect waste fluids in properly labeled containers and dispose properly.
Spill Response and Reporting	<ul style="list-style-type: none">• Provide spill containment dikes or secondary containment around stored oils and other fluid storage drum(s).• Conduct cleanups of any fuel spills immediately after discovery.• Spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust, etc.) and the rest of the area is to be swept.• Collected waste is to be disposed of properly.• Contact the City of Elizabeth Spill Response Team.



VEHICLE MAINTENANCE

City of Elizabeth, New Jersey

Standard Operating Procedures (SOP)

for Stormwater Pollution Prevention

Maintenance and Inspection	<ul style="list-style-type: none">• Periodically check for leaks and damaged equipment and make repairs as necessary.
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SALT AND DE-ICING MATERIAL STORAGE AND HANDLING

City of Elizabeth, New Jersey Standard Operating Procedures (SOP) for Stormwater Pollution Prevention

Purpose	This Standard Operating Procedure (SOP) contains the practices to be implemented at the city's salt storage and handling facilities.
Where	<ul style="list-style-type: none">• Department of Public Works Yards• Salt Storage facility and operations
Standards and Specifications	
Permanent Storage	<ul style="list-style-type: none">• Store material in a permanent structure.• Perform regular inspections and maintenance of storage structure and surrounding area.• Minimize tracking of material from loading and unloading operations.• During loading and unloading:<ul style="list-style-type: none">◦ Conduct during dry weather, if possible;◦ Prevent and/or minimize spillage; and◦ Minimize loader travel distance between storage area and spreading vehicle.• Sweep or clean using other dry cleaning methods:<ul style="list-style-type: none">◦ Storage areas on a regular basis;◦ Material tracked away from storage areas;◦ Immediately after loading and unloading is complete.• Reuse or properly discard materials collected during cleanup.
Temporary Storage	<ul style="list-style-type: none">• Temporary outdoor storage is permitted only under the following conditions:<ul style="list-style-type: none">◦ A permanent structure is under construction, repair or replacement;◦ Stormwater run-on and de-icing material run-off is minimized;◦ Materials in temporary storage are tarped when not in use;◦ The requirements above are met; and◦ Temporary outdoor storage shall not exceed 30 days unless otherwise approved in writing by the NJDEP



AGGREGATE MATERIAL AND CONSTRUCTION DEBRIS STORAGE

City of Elizabeth, New Jersey Standard Operating Procedures (SOP) for Stormwater Pollution Prevention

Purpose	This Standard Operating Procedure (SOP) contains the good practices to be implemented for handling aggregate material and construction debris storage at the city's maintenance yards.
Where	<ul style="list-style-type: none">• Department of Public Works Yard• Recycling Center
Standards and Specifications	
General	<ul style="list-style-type: none">• Material such as sand, gravel, stone, top soil, road millings, asphalt, etc. should be stored to minimize runoff using grading, dikes and/or berms, or 3 sided storage bays.• Where possible the open side of storage bays shall be situated on the upslope.• The area in front of storage bays and adjacent to storage areas shall be swept clean after loading/unloading.• Sand, top soil, road millings and processed aggregate may only be stored outside and uncovered if a 50-foot setback is maintained from surface water bodies, storm sewer inlets, and/or ditches or other stormwater conveyance channels.• Road millings must be managed in conformance with the "Recycled Asphalt Pavement and Asphalt Millings (RAP) Reuse Guidance" or properly disposed of as solid waste.• The stockpiling of materials and construction of storage bays in coastal areas, wetlands, wetlands buffers and floodplains will require a permit from NJDEP Land Use Regulations Program.



STREET SWEEPINGS AND CATCH BASIN CLEANOUT MATERIALS

City of Elizabeth, New Jersey Standard Operating Procedures (SOP) for Stormwater Pollution Prevention

Purpose	This Standard Operating Procedure (SOP) is intended for road cleanup materials as well as other similar materials. Road cleanup materials include street sweepings, storm sewer clean out materials, stormwater basin clean out materials and other similar materials that may be collected during road cleanup operations.
Where	<ul style="list-style-type: none">• City streets and drainage system cleanings
Standards and Specifications	
General	<ul style="list-style-type: none">• Cleanup materials must be stored in leak-proof containers or on an impervious surface that is contained (e.g. bermed) and covered to control leachate and litter.• Cleanup materials must be removed for disposal within six (6) months of placement into storage.• Cleanup materials must be ultimately disposed of in accordance with Solid Waste Regulations.



ROADSIDE VEGETATION MANAGEMENT

City of Elizabeth, New Jersey Standard Operating Procedures (SOP) for Stormwater Pollution Prevention

Purpose	This Standard Operating Procedure (SOP) contains the good practices to be implemented for application of herbicides along road sides.
Where	<ul style="list-style-type: none">Vegetation along city roads
Standards and Specifications	
General	<ul style="list-style-type: none">Do not apply herbicides on or adjacent to storm drain inlets, on steeply sloping ground, along curb lines, and along unobstructed shoulders.Only apply herbicides within a 2-foot radius around structures where overgrowth presents a safety hazard and where it is unsafe to mow.

Elizabeth DPW Yard Inventory:
400 Atlantic St.

Exterior

Salt - (Stored in salt dome) ~1600 tons (Small Dome)
~6700 tons (Large Dome)

Used Oil AST 275 gal.
(Within Secondary containment, no means for water release)

Interior

Rear Storage Shed (no floor drains)
Road Sand ~ 20 tons
Asphalt Cold Patch ~ 20 tons

Maintenance Dept./Garage
(Floor drains present but reported capped at discharge end)
Motor Oil AST 275 gal.
Hydraulic Oil AST 275 gal.
Antifreeze 60 x 1 gal Containers 60 gal.
Transmission Fluid (bulk) 275 gal.
Grease 30 gal Drum 30 gal.
Gear Oil 2 x 35 gal Drums 70 gal.

Elizabeth Recycling Yard Inventory:

533 Trenton Ave.

The yard is a fenced off portion of Trenton Ave. There are at least three storm outlets along street curb that discharge to adjacent wetland areas.

Used Oil AST 360 gal. (closed top, double wall)
(in a small curbed area, outlet for storm water has no plug)
Used Oil Filters 2 x 55 gal Drums 110 gal.

3 yd³ Container
1 - Used Cooking Oil

20 yd³ Open Dumpsters
2 - Bottles & Cans – Comingled (Glass, Plastic & Aluminum)
1 - Concrete

20 yd³ Closed (Barntop) Dumpsters
1 – Newspaper
1 – Mixed Paper

40 yd³ Dumpsters

(several have tops with access hatches to prevent wind blown debris from dumpster
2 - Cardboard
2 - Vegetative waste
2 – Metal (Supplied by Vendor)

43 ft. Sealand Containers
1 – Electronics
1 – Supplies/Storage

20 ft. Sealand Containers
2 - Supplies/Storage
1 – Fluorescent Bulbs

43 ft. Tractor Trailer Containers
1 – Leaf Bags
2 - Supplies/Storage
1 – Tires (Supplied by Vendor)

1 – 48 ft. x 10 ft. Trailer (for Staff)



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