

Stormwater Pollution Prevention Plan

Township of Pequannock

Morris County

NJG0153290

June 1, 2022

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SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Frank Russo – Township Engineer
Office Phone # and eMail	973-835-5700 x 188; frusso@peqtwp.org
Signature/Date	
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Andrew Hipolit, PE (Colliers) PB & ZB Consulting Engineer
Print/Type Name and Title	Frank Russo, PE – Township Engineer
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Other SPPP Team Members	
Print/Type Name and Title	David Seugling – Director of Public Works
Print/Type Name and Title	Richard Merz – Superintendent of Public Works
Print/Type Name and Title	Raymond Metzger – Engineering Tech
Print/Type Name and Title	Tom Cantisano – Health Officer

SPPP Form 2 – Revision History

All records must be available upon request by NJDEP.

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.	6/12/2007	FH	All	Update SPPP
2.	1/19/2010	FH	All	Update SPPP
3.	1/3/2020	JG	All	Update SPPP
4.	6/1/2022	FR	All	Update SPPP
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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:	https://www.peqtwp.org/DocumentCenter/View/9187/Stormwater-Pollution-Prevention-Plan?bidId=
2. Date of most current SPPP:	January 1, 2020
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	https://www.peqtwp.org/DocumentCenter/View/9188/Municipal-Stormwater-Management-Plan?bidId=
4. Date of most current MSWMP:	November 11, 2005
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	Municipal Clerk's Office 530 Newark Pompton Turnpike Pompton Plains, New Jersey 07444
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>For meetings where public notice is required under the Open Public Meetings Act (Sunshine Law: NJSA 10:4-6 et seq), the Township provides public notice in a manner that complies with the requirements of this act. Regarding the passage of ordinances, the Township provides public notice in a manner consistent with the requirements of NJSA 40:49-2.1 et seq. As stormwater management ordinances are considered Land Use ordinances, the public noticing requirements of the Municipal Land Use Law (NJSA 40:55D) are also complied with</p>	

SPPP Form 4 – Public Education and Outreach

All records must be available upon request by NJDEP.

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

The Township website at (<https://www.peqtwp.org/321/Stormwater-Outreach>) posts all of the public outreach materials available from the NJDEP. Public Informational posters are on display in the lobby of the DPW Annex at 99 Alexander Avenue. Stormwater information is also provided annually at the Township's Hoe Down held at Greenview Park. Pet Waste information is distributed annually with pet licenses and is available at Town hall. Additional information is distributed yearly within the Township Calendar.

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.

In addition to the information included in the annual Township Calendar, the public outreach portion of the Municipal website (<https://www.peqtwp.org/321/Stormwater-Outreach>) the Township website also includes the ability for the general public and businesses to sign up for notifications and announcements to be sent directly to their email account.

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

The Township website at (<https://www.peqtwp.org/321/Stormwater-Outreach>) has all of the outreach materials.

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

All records must be available upon request by NJDEP.

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

MAJOR DEVELOPMENT

A. An individual development as well as multiple developments that individually or collectively result in:

(1) The disturbance of one or more acres of land since February 2, 2004;

(2) The creation of 1/4 acre or more of regulated impervious surface since February 2, 2004;

(3) The creation of 1/4 acre or more of regulated motor vehicle surface since March 2, 2021 (or the effective date of this chapter, whichever is earlier); or

(4) A combination of Subsection A(2) and (3) above that totals an area of 1/4 acre or more. The same surface shall not be counted twice when determining if the combination area equals 1/4 acre or more.

(5) Any construction of one or more of the following uses:

(a) Feeding and holding areas that provide for more than 100 head of cattle or 15,000 hens, 500 swine, 4,000 turkeys, or 10,000 ducks; this subsection shall also apply to all other equivalent numbers of animal units as determined by the Natural Resources Conservation Service (NRCS) Agricultural Waste Management Field Manual for measuring BOD (biochemical oxygen demand) producing potential.

(b) Storage, distribution or treatment facilities (excluding individual on-site sewage disposal systems) for liquid waste.

(c) Solid waste storage, disposition, incineration or landfill.

(d) Quarries, mines or borrow pits.

(e) Land application of sludge or effluents.

(f) Storage, distribution or treatment facilities for radioactive waste.

B. "Major development" includes all developments that are part of a common plan of development or sale (for example, phased residential development) that collectively or individually meet any one or more of Subsection A(1), (2), (3) or (4) above. Projects undertaken by any government agency that otherwise meet the definition of "major development" but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered major development.

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

No. All Major Developments are required to meet the design parameters of the stormwater management ordinance.

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

All Municipal projects are designed in accordance with the Township Stormwater Management Ordinance and applicable State regulations, and signed and sealed by the design engineer.

<p>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.</p>	<p>All Major Development project applications are reviewed by the Land Use Board Engineer for compliance with the Stormwater Management ordinance and/or the Residential Site Improvement Standards prior to or as a condition precedent to the signing of documents.</p>	
<p>5. Does the Municipal Stormwater Management Plan include a mitigation plan?</p>	<p>No</p>	
<p>6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?</p>	<p>These files are maintained by the Land Use Board Administrator and are located:</p> <p>Public Works Annex 99 Alexander Avenue Pompton Plains, NJ 07444</p>	

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	9/26/06	https://ecode360.com/36926436	No	Health Dept, Animal Control Officer
2. Wildlife Feeding permit cite IV.B5.a.ii	2/21/21	https://ecode360.com/37117385	Yes	Health Dept, Police Dept
3. Litter Control permit cite IV.B5.a.iii	9/26/06	https://ecode360.com/36927639	No	Health Dept, Police Dept
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	9/26/06	https://ecode360.com/36928107	Yes	Municipal Officials designated by Township Manager
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	9/26/06	https://ecode360.com/36922207	No	Recycling Coordinator, Health Dept, Police Dept
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	6/11/13	https://ecode360.com/36918887	Yes	Police Dept, DPW, Township Engineer
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	2/21/21	https://ecode360.com/36919205	No	Township Engineer
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	9/26/06	https://ecode360.com/36939327	Yes	Health Officer, Township Engineer
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	2/14/08	https://ecode360.com/36926826 https://ecode360.com/36922212	No	Zoning Officer, Health Dept

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

The Township Clerk's office (530 Newark Pompton Turnpike, Pompton Plains, NJ 07444) contains all records associated with ordinance introductions and adoptions. Records of violations and related enforcement actions can be found with each of the above listed entities responsible for enforcement.

SPPP Form 7 – Street Sweeping

All records must be available upon request by NJDEP.

<p>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.</p>
<p>All streets under Municipal jurisdiction are swept annually, regardless of qualification. Sweeping occurs in the early Spring. Ancillary sweeping also occurs during leaf collection operations.</p>
<p>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.</p>
<p>All streets under Municipal jurisdiction, including County roadways, are swept annually. State Route 23, as well as private roadway networks in Cedar Crest Village and The Glens developments are not swept by the Township of Pequannock.</p>
<p>3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.</p>
<p>No.</p>
<p>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.</p>
<p>Records are maintained in the Public Works Annex: 99 Alexander Avenue Pompton Plains, NJ 07444</p>

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

<p>1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.</p>
<p>The Township maintains an annual catch basin cleaning program to ensure function and efficiency. Catch basin wall collapses or back-ups in traveled ways are addressed on an emergency basis. Inspections and cleaning are typically performed during spring and summer months.</p>
<p>2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.</p>
<p>Those catch basins and storm drain inlets located within the floodways, those that discharge to the various ditches in Town or are closest to the flood prone waterways in Town are hydraulically impacted by floodwaters and typically hold water until the flooding subsides.</p> <p>Inlets & basins in or near forested areas are periodically impacted by leaf litter.</p>
<p>3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.</p>
<p>Those inlets & basins in or near forested areas have leaf litter cleared when required and when the leaf collection program commences to allow flow into them. Those hydraulically impacted inlets and catch basins have accumulated sediment cleaned at least annually. Priority is typically given to those features in highly traveled roadways. Basins are cleaned and/or rebuilt when infiltration rates are impacted.</p>
<p>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.</p>
<p>Labels are inspected during the catch basin/storm inlet cleaning program. Labels are replaced as necessary.</p>
<p>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.</p>
<p>Records are maintained in the Public Works Annex: 99 Alexander Avenue Pompton Plains, NJ 07444</p>

SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

<p>1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.</p>
<p>'B' and 'D' inlet heads on Municipally owned roadways are replaced with water quality heads when they are in direct contact with roadway resurfacing or reconstruction projects. Those structures requiring a rebuild also have heads swapped out.</p> <p>The 'A' and 'E' inlets and basins on the uncurbed roads in Town are not retrofitted.</p>
<p>2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.</p>
<p>The DPW and Township Engineer are the responsible parties for ensuring inlet heads are replaced when in direct contact with roadway resurfacing, roadway reconstruction projects, or when basin reconstructions are performed. Payment for incomplete work is withheld when this work is performed by a contractor.</p>
<p>3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.</p>
<p>In the event of an application for development or redevelopment of a property, or an application for resurfacing of a privately owned facility, the owner is made aware prior to the issuance of a permit that the storm drains/catch basins in contact with the resurfacing are to be retrofitted with water quality heads.</p>
<p>4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.</p>
<p>The Township Engineer or Land Use Board Engineer ensure water quality heads are included as part of the plan review process. The return of posted bonding or the issuance of a Certificate of Occupancy are withheld until all required improvements are completed.</p>

SPPP Form 10 – Municipal Maintenance Yard

All records must be available upon request by NJDEP.

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

Address of municipal yard:

Public Works Annex:

99 Alexander Avenue

Pompton Plains, NJ 07444

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 – Aggregate, topsoil

Intermediate products – concrete block

Final products – pipe, castings, pavers

Waste materials – dumpsters for recyclables (metal, tires, wood waste, cardboard/paper), solid waste dumpsters, excavation spoils

By-products – split firewood, wood chips/mulch

Machinery – salt body inserts, plow attachments, utility trailers, leaf vacuum trailers

Fuel – None

Lubricants – none. Stored indoors

Solvents – none. Stored indoors

Detergents related to municipal maintenance yard or ancillary operations – none

Other – Traffic control cones/barrels/barricades

<p>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.</p> <p>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.</p>	
1. Fueling Operations	
	See the attached Standard Operating Procedure. Fuel delivery, usage records and storage tank inspections records are located in the Public Works Annex.
2. Vehicle Maintenance	
	All vehicle maintenance takes place indoors. Fleet maintenance, waste fluid storage and disposal records are located in the Public Works Annex. See the attached Standard Operating Procedure.
3. On-Site Equipment and Vehicle Washing	
	No on-site washing is performed, only rinsing when necessary. Off site private facilities are used for vehicle washing. Records of off-site washing is maintained in the Public Works Annex.
4. Discharge of Stormwater from Secondary Containment	
	N/A.
5. Salt and De-Icing Material Storage and Handling	
	Roadway De-Icing salt is stored in an enclosure. The bulk brine tank is located indoors. Material delivery and usage records are located in the Public Works Annex.

<p>6. Aggregate Material and Construction Debris Storage</p>
<p>Temporary aggregate and excavated spoils are located in material bins in the Public Works yard. Material delivery and disposal records are located in the Public Works Annex.</p>
<p>7. Street Sweepings, Catch Basin Clean Out and Other Material Storage</p>
<p>Sweepings and catch basin materials are temporarily stored in a covered material bin with a concrete floor to dry out prior to loading in covered dumpsters for removal. Material disposal records and Solid Waste Facility permitting material are located in the Public Works Annex.</p>
<p>8. Yard Trimmings and Wood Waste Management Sites</p>
<p>During the fall collection season, leaves are vacuumed and brought to the Township leaf composting facility. Composted material is removed annually. The Township does not allow any dumping by residents or outside contractors. Material disposal records and Solid Waste Facility permitting material are located in the Public Works Annex.</p>
<p>9. Roadside Vegetation Management</p>
<p>The Township does not utilize herbicides or pesticides for roadside vegetation management. Cut vegetation is left to decompose on site.</p>

SPPP Form 10– Municipal Ancillary Operations

All records must be available upon request by NJDEP.

<p>Address of municipal ancillary operation: Municipal Composting Facility: State Route 23 North Block 902, Lot 1 Pompton Plains, NJ 07444</p>
<p>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:</p> <p>Raw materials – Leaves</p> <p>Intermediate products – Composting materials</p> <p>Final products – Composted leaves</p> <p>Waste materials – None</p> <p>By-products – None</p> <p>Machinery – None</p> <p>Fuel – None</p> <p>Lubricants – none.</p> <p>Solvents – none.</p> <p>Detergents related to municipal maintenance yard or ancillary operations – none</p> <p>Other – N/A</p>
<p>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.</p>

<p>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.</p>
<p>10. Fueling Operations</p>
<p>No fueling performed at Leaf Composting Facility. Fueling takes place at the Public Works Annex</p>
<p>11. Vehicle Maintenance</p>
<p>No vehicle maintenance performed at Leaf Composting Facility. Vehicle maintenance takes place at the Public Works Annex.</p>
<p>12. On-Site Equipment and Vehicle Washing</p>
<p>No on-site washing is performed at the Leaf Composting Facility.</p>
<p>13. Discharge of Stormwater from Secondary Containment</p>
<p>N/A.</p>
<p>14. Salt and De-Icing Material Storage and Handling</p>
<p>N/A. Salt storage occurs at the Public Works Annex</p>
<p>15. Aggregate Material and Construction Debris Storage</p>
<p>N/A. Material storage occurs at the Public Works Annex.</p>
<p>16. Street Sweepings, Catch Basin Clean Out and Other Material Storage</p>

Sweepings from the leaf vacuuming operations are deposited with the leaves for composting. All other operations occur at the Public Works Annex.

17. Yard Trimmings and Wood Waste Management Sites

During the fall collection season, leaves are vacuumed and brought to the Township leaf composting facility. Composted material is removed annually. The Township does not allow any dumping by residents or outside contractors. Material disposal records and Solid Waste Facility permitting material are located in the Public Works Annex.

18. Roadside Vegetation Management

The Township does not utilize herbicides or pesticides for roadside vegetation management. Cut vegetation is left to decompose on site.

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

<p>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.</p>		
Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	Director of Public Works, Superintendent of Public Works
2. Stormwater Facility Maintenance	Every year	Director of Public Works
3. SPPP Training & Recordkeeping	Every year	Director of Public Works
4. Yard Waste Collection Program	Every 2 years	Director of Public Works
5. Street Sweeping	Every 2 years	Director of Public Works
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Director of Public Works Township Engineer Health Officer
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Township Engineer Director of Public Works
8. Waste Disposal Education	Every 2 years	Director of Public Works
9. Municipal Ordinances	Every 2 years	Township Engineer
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Township Engineer Director of Public Works
<p>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.</p> <p>Within 6 months of commencing duties, watch <i>Asking the Right Questions in Stormwater Review Training Tool</i>. 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. The Land Use Secretary maintains these records in the public Works Annex.</p>		
<p>C. Stormwater Management Design Reviewer Training: Indicate the location of the DEP certificate of completion for each reviewer. The Consulting Engineer retains their certificates at their corporate premises. The Township Engineer’s certificate is located at the Public Works Annex.</p>		

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.

[\(\\Outfalls\ Overland Conveyance and Components.mxd\) \(peqtwp.org\)](#)

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

Stormwater outfalls are inspected at least annually, with those outfalls having flood gates and those that discharge to the open ditches in town are inspected more frequently. Records of inspections are kept at the Public Works Annex.

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 the annual outfall inspections, all locations are evaluated for signs of scouring. The Township had previously prepared and completed an outfall scour protection plan. Should any new scouring evidence be discovered during the annual inspections, the appropriate corrective actions will be undertaken. The relative ‘flatness’ of Pequannock does not generally lend itself to high velocity flows, so recurring incidents of scouring are rare since the initial scour protection plan completion.

Outfall scour inspections are located in the Public Works Annex.

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.

Illicit discharge inspections of municipally owned outfalls are performed annually as part of the Township’s outfall inspection program. The NJDEP Illicit Connection Inspection Report Forms are utilized in any instances of illicit discharges.

Records and inspection report forms of any cases of illicit discharges are located in the Public Works Annex.

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.
<p>As part of the utility infrastructure of the Township, the Municipally owned and operated stormwater facilities are inspected at least four (4) times annually, with vegetation removal/cutting activities occurring during the spring and summer months. Sediment removal takes place on an as needed basis. Those features constructed since the adoption of the Residential Site Improvement Standards and the Stormwater Rules (2004) have Operation and Maintenance Manuals that detail inspection and maintenance requirements. Those facilities constructed prior to that are maintained utilizing the appropriate recommendations of the NJDEP Stormwater Best Management Practices Manual.</p> <p>See the attached Standard Operating Procedure for additional information.</p>
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.
<p>The Township mails out correspondence in January of every year requesting copies of the stormwater Annual Report to those private entities that have stormwater facilities and associated operation and maintenance manuals. Responses (electronic or hard copy) are to be received by April 1st each year.</p>
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.
<p>These documents are kept at the Public Works Annex:</p> <p>99 Alexander Avenue Pompton Plains, NJ 07444</p>

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.

Total Maximum Daily Loads for Fecal Coliform to Address 2 Streams in the Northeast Water Region
Fecal Coliform - 2005 : Pompton River tributary at Ryerson Rd.

Total Maximum Daily Load for Mercury Impairments Based on Concentration in Fish Tissue Caused
Mainly by Air Deposition to Address 122 HUC 14s Statewide Mercury - 2010 : Pequannock River
(below Macopin gauge).

Total Maximum Daily Load for Mercury Impairments Based on Concentration in Fish Tissue Caused
Mainly by Air Deposition to Address 122 HUC 14s Statewide Mercury - 2010 : Pompton River.

Total Maximum Daily Load Report for the Non-Tidal Passaic River Basin Addressing Phosphorus
Impairments. Total Phosphorus - 2008 : Lincoln Park tributaries (Pompton River).

Total Maximum Daily Load Report for the Non-Tidal Passaic River Basin Addressing Phosphorus
Impairments. Total Phosphorus - 2008 : Pequannock River (below Macopin gauge)

Total Maximum Daily Load Report for the Non-Tidal Passaic River Basin Addressing Phosphorus
Impairments. Total Phosphorus - 2008 : Pompton River

Total Maximum Daily Load Report for the Non-Tidal Passaic River Basin Addressing Phosphorus
Impairments. Total Phosphorus - 2008 : Ramapo R (below Crystal Lake bridge)

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

The TMDLs above include elevated levels of fecal coliform, air deposition of mercury and total phosphorus in waterways as causes of impairments in the Township.

In order to address the fecal coliform concerns, continued monitoring of Township owned outfalls is required to ensure that illicit connections are not contributing to elevated levels of bacteria in the water. Continued enforcement and education on pet waste, and wildlife feeding/mitigation strategies would also be effective in addressing these concerns.

Addressing Total phosphorus in runoff requires source control by enforcement of the phosphorus fertilizer application ordinance currently enacted within the Township.

Airborne mercury deposition is outside the ability of the Township of Pequannock to address.

SPPP Form 15 – Optional Measures

All records must be available upon request by NJDEP.

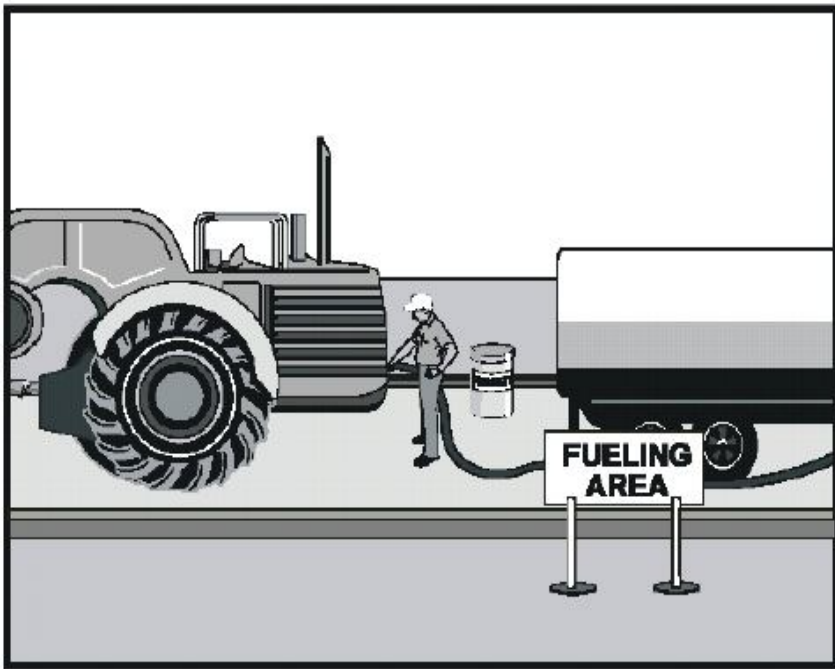
1. Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution.

The Township has an active program of periodically clearing and desnagging the waterways within and abutting the Municipal boundaries through the use of outside contractors and in house personnel. These activities primarily remove fallen or deposited trees/branches, as well as the floatables that accumulate in those obstructions.

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

Yes

Vehicle & Equipment Fueling



Yards With Fueling Operations

- Public Works Annex at 99 Alexander Avenue

Introduction and Purpose

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

Scope

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

Standards and Specifications (for vehicle and equipment fueling)

- Shut the engine off
- Ensure that the fuel is the proper type of fuel.
- Absorbent spill clean-up materials and spill kits shall be available in fueling areas and on mobile fueling vehicles and shall be disposed of properly after use.
- Nozzles used in vehicle and equipment fueling shall be equipped with an automatic shut-off to prevent overflow.
- Fuel tanks shall not be “topped off”.
- Mobile fueling shall be minimized. Whenever practical, vehicles and equipment shall be transported to the designated fueling area in the maintenance yard.
- Clearly post, in a prominent area of the facility, instructions for safe operation of fueling equipment, and appropriate contact information for the person(s) responsible for spill response.
- Drip pans or absorbent pads shall be used under all hose and pipe connections and other leak-prone areas during bulk fueling.

The Township of Pequannock

STANDARD OPERATING PROCEDURES

Standards and Specifications (for vehicle and equipment fueling)

- Block storm sewer inlets, or contain tank trucks used for bulk transfer, with temporary berms or temporary absorbent booms during the transfer process. If temporary berms are being used instead of blocking the storm sewer inlets, all hose connection points associated with the transfer of fuel must be within the temporary berms during the loading/unloading of bulk fuels.
- Protect fueling areas with berms and/or dikes to prevent run-on, runoff, and to contain spills.
- A trained employee must always be present to supervise during bulk transfer.

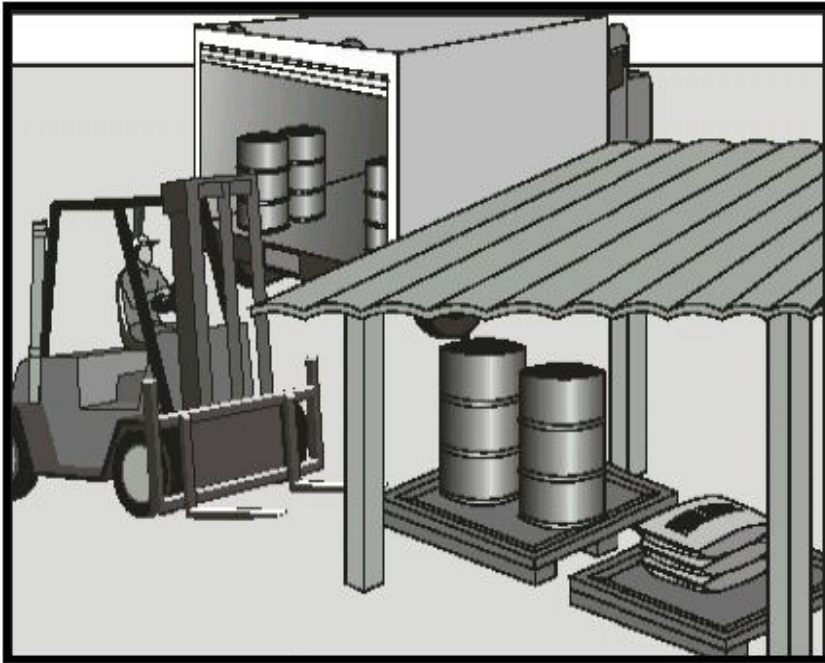
Spill Response And Reporting

- Conduct cleanups of any fuel spills immediately after discovery.
- Uncontained spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust, etc.) and absorbent materials shall be swept up.
- Collected waste is to be disposed of properly.
- Contact the Pequannock Township Fire Department via the police dispatcher at (973) 835-1700.

Maintenance And Inspection

- Fueling areas and storage tanks shall be inspected monthly.
- Keep an ample supply of spill cleanup material on the site.
- Any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair must be repaired or replaced immediately.
- Inspection and testing of the integral secondary containment of the fuel tanks to be performed annually, with inspection records retained by the Director of Public Works.

Good Housekeeping



Good Housekeeping Goals

- Proper Recycling
- Proper Waste Disposal
- Pollution Prevention
- Regulatory Compliance

Introduction and Purpose

This SOP contains the basic practices of good housekeeping to be implemented at the DPW yard, as well as any maintenance activities at ancillary operations in Pequannock Township. The purpose of this SOP is to provide a set of guidelines for the employees of Pequannock Township for Good Housekeeping Practices.

Scope

This SOP applies to the DPW yard, as well as any maintenance activities at ancillary operations in Pequannock Township.

Standards and Specifications (General)

- All containers should be properly labeled and marked, and the labels must remain clean and visible.
- All containers must be kept in good condition and tightly closed when not in use.
- When practical, chemicals, fluids and supplies should be kept indoors.
- If full 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 and other debris in the solid waste 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.

The Township of Pequannock

STANDARD OPERATING PROCEDURES

Standards and Specifications (Salt and Deicing Material Handling)

- During loading and unloading of salt and de-icing materials, prevent and/or minimize spills. If salt or de-icing materials are spilled, remove the materials using dry cleaning methods. All collected materials shall be either reused or properly discarded.
- Sweeping should be conducted once a week to get rid of dirt and other debris. Sweeping should also be conducted immediately following loading/unloading activities, when practical.
- Minimize the tracking of materials from storage and loading/unloading areas.
- Minimize the distance that salt and de-icing materials are transported during loading/unloading activities.
- Any materials that are stored outside must be tarped when not actively being used.
- Coordinate material deliveries and only keep on hand sufficient raw materials for the season.

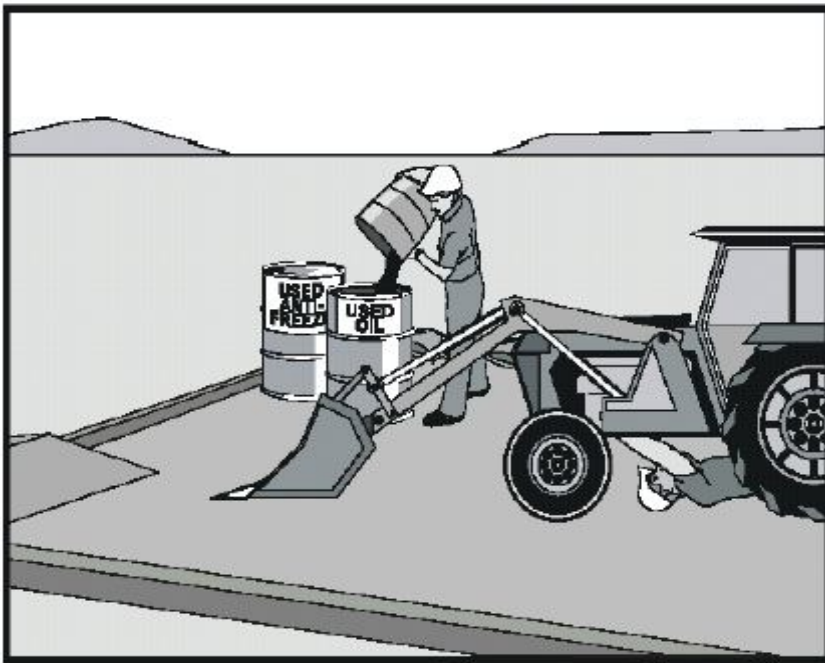
Spill Response And Reporting

- Conduct cleanup of any spill(s) immediately after discovery.
- Spills are to be cleaned using dry cleaning methods only.
- Contact the Pequannock Township Fire Department via the police dispatcher at (973) 835-1700.

Maintenance And Inspection

- Periodically check for leaks and damaged equipment and make repairs as necessary.
- Perform monthly inspections of all storage locations.
- Perform a weekly perimeter inspection of the DPW yard to identify any emergent conditions that need to be addressed (wind blown debris, poor drainage, landscape trimming, fence damage, etc.)

Vehicle Maintenance



Maintenance Yard BMP Objectives

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

Introduction and Purpose

The purpose of this SOP is to provide a set of guidelines for the Pequannock Township vehicle maintenance areas.

Scope

This SOP applies to the Public Works Annex as well as any maintenance activities that might take place within the Township of Pequannock.

Standards and Specifications

- Conduct vehicle maintenance operations only in designated areas.
- Unless unavoidable, 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.
- 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.
- Collect waste fluids in properly labeled containers and dispose properly.

The Township of Pequannock

STANDARD OPERATING PROCEDURES

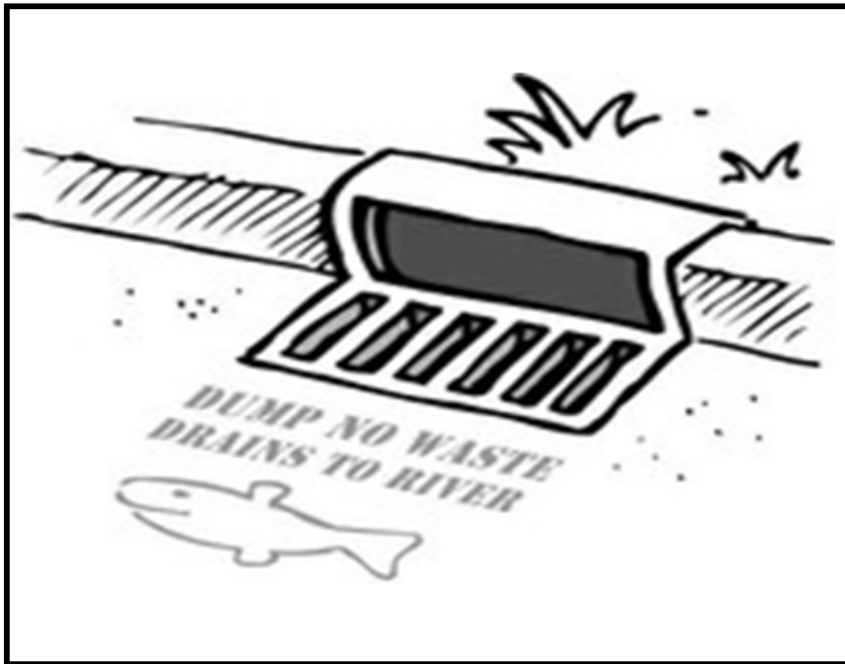
Spill Response And Reporting

- Provide spill containment dikes or secondary containment around stored oils and other fluid storage drum(s).
- Conduct cleanups of any fuel spills immediately after discovery.
- Spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust, etc.) and the rest of the area is to be swept.
- Collected waste is to be disposed of properly.
- Contact the Pequannock Township Fire Department via the police dispatcher at (973) 835-1700.

Maintenance And Inspection

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

Drainage System Maintenance



Drainage Maintenance Goals

- Keep channels and basins clear of debris
- Structurally maintain basins/inlets
- Maintain stormwater facilities mowed and operational
- Protect water quality

Introduction and Purpose

Pequannock’s storm water collection systems are comprised of a variety of structural controls (e.g., catch basins, manholes, inlets, flood gates and outfalls) that convey storm water from impervious surfaces to State Open Waters, ground water or stormwater management basins. This standard operating procedure (SOP) is intended to maintain the conveyance of storm water; address runoff during high-flow storm events; control stream bank erosion; protect water quality by filtering pollutants from runoff; and sustaining wildlife.

Scope

This SOP specifies responsibilities and procedures necessary to keep channels and storage basins clear of debris in order to maintain their flood carrying and storage capacity during flood events and to protect water quality in Pequannock Township.

Inlet/Catch Basin Maintenance

Catch basins are subsurface concrete basins that receive water through a grate, provide a sump/catchment area for debris and provide for groundwater recharge. Inlets are similar to a catch basin, but without a sump/catchment area. Both of these structures can be round concrete chambers, manholes, which contain flow control and/or water quality devices. The catch basin’s primary function is to convey flow while filtering debris and sediment to prevent these items from transferring and clogging the piped collection system downstream.

Inspections

- Routine inspection is completed on an annual basis for each catch basin.
- Additional inspections are required upon receiving any complaints.
- The depth of sediment accumulation is noted in the field notes. If sediment depths are greater than ½ the capacity then maintenance is required.

- Inspections (Cont.)
- The structure is checked for structural integrity and/or damage for the following items:
 - Inlet condition is flowing and free from any blockages
 - Cracks and deterioration of the structure or grouting including rotting of concrete structure, exposure of rebar or structural matting, discontinuous sections in the grout.
 - Structural integrity including barrel sections is in good alignment, grade rings show no evidence of cracking, lifting, or movement.
 - Signs of abrasion and/or corrosion and deterioration of pipes.
- Maintenance Procedures
- Remove sediment using vacor truck.
 - If repairs and/or maintenance are required, record the condition and transfer to the DPW work log for prioritization and scheduling:
 - Remove inlet blockage.
 - Record and/or photograph infiltration condition for DPW work log.
 - Record and/or photograph cracks and deterioration for DPW work log.
 - Record and/or photograph structural integrity for DPW work log.
 - Record and/or photograph corrosion or abrasion for DPW work log.
 - Maintenance is performed as determined by the amount of sediment accumulation. Maintenance requirements are logged after inspection, noted, and prioritized on the DPW work log, and maintenance activities are completed as warranted by the priority assigned.

Manhole/Pipe Maintenance

Manholes allow surface access to underground utilities and piping conveyances for inspection and maintenance operations. Pipes within the storm water system convey storm water flow to receiving bodies of water.

Inspections

- Routine inspection of manholes and pipes are completed on a semi-annual basis.
- Additional inspections are required upon receiving any complaints.
- The depth of sediment accumulation is noted in the field notes. If sediment depths are greater than 1/2" then maintenance is required.
- The structure is checked for structural integrity and/or damage for the following items:
 - Inlet condition is flowing and free from any blockages
 - Cracks and deterioration of the structure or grouting including rotting of concrete structure, exposure of rebar or structural matting, discontinuous sections in the grout.
 - Structural integrity including barrel sections is in good alignment, grade rings show no evidence of cracking, lifting, or movement.
 - Signs of abrasion and/or corrosion and deterioration of pipes.

Maintenance Procedures

- Remove sediment in manhole or pipes using vactor truck.
- If repairs and/or maintenance are required, record the condition and transfer to the DPW work log for prioritization and scheduling:
 - Record and/or photograph infiltration condition for DPW work log.
 - Record and/or photograph cracks and deterioration for DPW work log.
 - Record and/or photograph structural integrity for DPW work log.
 - Record and/or photograph corrosion or abrasion for DPW work log.
- If the sediment level in pipes is more than ½ full, schedule the pipes to be jetted and cleaned. Please see Pipe Jetting/Cleaning below for detail.
- Maintenance is performed as identified during inspections.

Pipe jetting & Cleaning

Pipe jetting and cleaning is the process of bending a high pressure water nozzle through a pipe, removing debris and sediment from the pipe. Sediment and debris is collected and removed through an access point via vactor truck. Material is disposed on consistent with local codes and regulations.

Inspections

- Pipes are inspected during routine manhole inspections (see SOP for Manhole Inspection of Pipes).
- Additional inspections are required upon receiving any complaints.
- The depth of sediment accumulation is noted in the field notes. If sediment depths are greater than ½” the pipe is cleaned by jetting.
- The structure is checked for structural integrity and/or damage for the following items:
 - Cracks and deterioration of the structure.
 - Structural integrity is in good alignment, with no evidence of shifting, shearing, cracking, lifting, or movement.
 - Signs of abrasion and/or corrosion.

Maintenance Procedures

- Remove sediment using vactor truck. Place a downstream bladder to collect water and sediment to ensure sediment plumes are not released into receiving water. Dispose of sediment from the vactor truck at the sedimentation basin at the DPW yard.
- If repairs and/or maintenance are required, record the condition and transfer to the DPW work log for prioritization and scheduling:
 - Record and/or photograph infiltration condition for DPW work log.
 - Record and/or photograph cracks and deterioration for DPW work log.
 - Record and/or photograph structural integrity for DPW work log.
 - Record and/or photograph corrosion or abrasion for DPW work log.
- Maintenance is performed as identified during inspections.

Drainage Ditch Maintenance

Clearing and desnagging ditches to restore proper cross-section and flow line to prevent damage to buildings, roads, and other infrastructure from small, frequent storms. In Pequannock it is vital to maintain the functionality of open channels and culverts to minimize flooding during moderate and/or severe storms.

Inspections

- Drainage ditches are inspected as part of the Stormwater Management Coordinator's activity. Inspection will be conducted monthly and after any major storm event.
- Drainage ditches are inspected for blockages, proper cross-section, flow line, and debris accumulations. Ditches that need clearing but are not creating any immediate problems are noted and are scheduled for clearing when resources become available.
- Action is taken immediately if drainage ditches are found to be noticeably clogged where flooding to either the roadway or private property is probable. This emergency type work is prioritized in advance of any routine drainage work.
- The DPW Supervisor, crew, floodplain committee and general public monitor drainage ditches year-round for problems. Most inspections and work occurs during the summer when problems are most apparent. Typically maintenance is required during the spring when the ice and snow are melting or during rainstorms.

Maintenance Procedures

- Drainage crews are sent to known problem areas first. Once these problematic areas have been addressed, an attempt is made to clean an entire route at once and to systematically work through the entire system, as equipment and resources are available.
- Drainage ditches are considered operational if they are not creating a significant drainage problem. Drainage ditches are considered clean when approximately 95% of the brush and any accumulated sediment is removed.
- Drainage structures causing significant damage to either the road or private property are taken care of ASAP.
- Structures that have been problematic either during the winter or the spring are scheduled for cleaning and repair on an as needed basis during the summer months (See Problem Site Maintenance Plan)
- Pequannock Township maintains a capital program for clearing and desnagging all major open channel conveyance systems.

Work Plan

- Locate underground utilities before starting work.
- Place signs, and necessary traffic warning devices
- Provide appropriate traffic control where necessary and all other required safety equipment. Ensure personnel are properly trained on the use of equipment and safety procedures.

Work Plan (Cont.)

- Remove trash or debris from ditch. Dispose of at the DPW yard.
- Remove sediment and debris in and around the ditch.
- If signs of channeling, erosion, or flooding are present indicating sediment transfer through the swale, record and transfer to the DPW Supervisor for prioritization and scheduling for repairs.
- Record and/or photograph condition.
- Stormwater Coordinator will consider stabilizing vegetation to minimize erosion.
- Excavate the ditch to the correct grade and cross-section; load waste material into dump trucks. *Verify with Stormwater Coordinator that all required permits are obtained.*
- Haul the waste for disposal area.
- Clean up work area. Sweep roadway and/or shoulder as necessary.
- Re-seed banks for erosion control.

Outfall Maintenance

Outfalls are the discharge points where storm water enters the receiving body of water at the end of a storm water conveyance system.

Inspections

- Each outfall is inspected once every year.
- Check for litter, rubbish, and debris around the outfall area.
- The outfall is inspected to ensure flow conveyance and functionality. The outfall site is inspected for signs of:
 - Sediment accumulation and localized erosion,
 - Exposed soil material with no vegetative cover,
- Evidence of illicit discharges should be checked and may include the following items:
 - Odor
 - Color
 - Clarity
 - Floatables
 - Deposits/stains
 - Vegetation condition
 - Structural condition
 - Biology

Maintenance Procedures

- Remove any accumulated sediment and debris in and around the outfall.
- If repairs are required, the condition is reported and prioritized for completion with other maintenance activities.
- The NJDEP should be contacted if any illicit discharges are suspected as noted during inspection.
- Maintenance activities are performed on an as needed basis.