

# Stormwater Pollution Prevention Plan

Bordentown Township

Burlington County

NJPDES #NJG0141852

August 2019

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## SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

<b>Stormwater Program Coordinator (SPC)</b>	
Print/Type Name and Title	Dean Buhrer, Director of Public Works
Office Phone # and eMail	609-298-2800, <a href="mailto:d.buhrer@bordentowntownship.org">d.buhrer@bordentowntownship.org</a>
Signature/Date	 _____ Dean Buhrer
<b>Individual(s) Responsible for Major Development Project Stormwater Management Review</b>	
Print/Type Name and Title	Frederick J. Turek, P.E.; Planning Board Engineer
Print/Type Name and Title	Brian Boccanfuso, P.E.; Zoning Board Engineer
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
<b>Other SPPP Team Members</b>	
Print/Type Name and Title	Dean Buhrer, Director of Public Works
Print/Type Name and Title	Adam Spundarelli, Assistant Director of Public Works
Print/Type Name and Title	Michael Theokas, Township Administrator
Print/Type Name and Title	

## SPPP Form 2 – Revision History

All records must be available upon request by NJDEP.

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.	11/2009	ABR	All	SPPP Updated from April 2005
2.	5/2018	BKJ	All	SPPP Updated from November 2009
3.	9/2019	FJT	1-15	SPPP Updated from May 2018
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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:	<a href="https://www.bordentowntownship.com">https://www.bordentowntownship.com</a>
2. Date of most current SPPP:	August 2019
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	<a href="https://www.bordentowntownship.com">https://www.bordentowntownship.com</a>
4. Date of most current MSWMP:	December 2005, Revised October 2006
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	1 Municipal Drive, Bordentown Township 08505 Office of Township Clerk
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 Meetings Act, N.J.S.A. 10:4-6, et seq., Bordentown Township provides public notice in a manner that complies with the requirements of that Act. In regard to passage of the ordinances, Bordentown Township provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-1 et seq. In addition, for municipal actions subject to the public notice requirements in the Municipal Land Use Law, N.J.S.A 40:55D-1 et seq., Bordentown Township complies with those requirements. In all aspects, those statutes require written notice of the activity to be taken by the Township be published in a newspaper of general circulation in the community.</i></p> <p><i>All meetings are publicly advertised in the local newspapers, website and on the Township bulletin board located inside of the Municipal Building.</i></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.

Public education and outreach events are advertised in the local newspapers, the Township Website (<https://www.bordentowntownship.com>) and on the bulletin board located outside of the Court Room Hallway at the Bordentown Township Municipal Building.

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.

Within the Township, we actively distribute educational materials to the businesses through our quarterly tax bills. More specifically, pamphlets are distributed through this process. Also, all business and residents are encouraged to attend our advertised public meetings which includes information on Stormwater. Available information includes specific project information pertaining to Land Development where stormwater is involved. Our Masterplan updates and meetings are publicly advertised and stormwater is a frequent topic of discussion. The Township also holds Bordentown Day, where the environmental commission has a table with NJDEP Brochures and other educational materials and we also distribute through the Township newsletter. Finally, the Township has a “Green Team” that hold an annual event with the in April of each year, whereby all stormwater information and topics are discussed. Bordentown Township is Sustainable Jersey Certified. Local businesses are sponsors and attend.

Bordentown Township will continue to implement a Local Public Education Program that focuses on providing the public with information on the impact of stormwater discharges to surface and ground waters of the State and steps that the public can take to reduce pollutants in stormwater runoff. Appropriate information to be covered during these educational activities shall include, but not limited to, local stormwater related municipal ordinances (Pet Waste, Litter, Improper Disposal of Waste, Wildlife feeding, Illicit Connections, Refuse Containers/Dumpster and Private Storm Drain Inlet Retrofitting); proper application, storage and disposal of fertilizer and pesticides; home composting and yard waste recycling; use of native or well-adapted vegetation; local stream and/or shoreline restoration activities; watershed education; and general non-point source education.

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

Public outreach records are maintained with the Municipal Clerk and with the Stormwater Coordinator. The municipal stormwater management plan is on the Township Website and the Township Municipal Building. Bordentown Township hosts an annual Green Fair which includes stormwater education and handouts.

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

All records must be available upon request by NJDEP.

<p>1. How does the municipality define ‘major development’?</p>
<p>In accordance with Ordinance 2006-7 a ‘Major Development’ means any development that provides for ultimately disturbing more than 1 acre of land or increasing impervious cover by 0.25 acres or more.</p>
<p>2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?</p>
<p>No, the Township treats ‘Major Development’ the same for residential as it is for commercial to follow the same standards of guidance for management of storm water. The Township follows the regulations within the Residential Site Improvement Standards (RSIS).</p>
<p>3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?</p>
<p>The Township of Bordentown ensures that all new residential development and redevelopment projects that are subject to the Residential Site Improvement Standards (RSIS) are in compliance with those standards. This includes compliance with the NJDEP Stormwater Management rules NJAC 7:8, which are referenced in the RSIS. Our Planning and Zoning Boards also ensure compliance before granting any approval under the jurisdiction of the Municipal Land Use Law.</p> <p>Any municipal projects or any projects on Township property will comply with a plan similar to the Stormwater Management Plan and will address and ensure long term compliance and maintenance of the BMP’s for that project. Any and all work undertaken will conform to the intent of the Municipal Stormwater Management Plan, including the design standards and Bordentown Township stormwater requirements.</p> <p>The Township follows the adopted Township Ordinances and NJDEP BMPs for stormwater design. Further, for project disturbing greater than 5000 square feet, a Burlington County Soil Conservation District Permit is required. This BCSCD Permit references any required NJDEP Standards and Permits. As the designs are prepared by licensed professionals, they are obligated to follow all BMPs and stormwater regulations. In addition, many projects are funded by State or other Grants that require compliance with stormwater management. While many improvements are surface repairs and do not impact the underlying soils, all facilities are upgraded or retrofitted for compliance within the project scope. We also utilize porous pavement, stone-dust or clean stone for our bikeways and new improvements within municipal parks.</p>

<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>To control stormwater from new development and redevelopment projects throughout Bordentown (including project we operate) the following occurs:</p> <p>We assure that all new residential development and redevelopment projects that are subject to the Residential Site Improvement Standards for stormwater management (including the NJDEP Stormwater Management rules, N.J.A.C. 7:8, referenced in those standards) are in compliance with those standards. Our Planning and Zoning Boards assures such compliance before issuing preliminary and final subdivision or site plan approvals under Municipal Land Use Law.</p> <p>Bordentown will assure adequate long-term operation and maintenance of BMP's for the new development or redevelopment projects constructed on municipal property by requiring a project maintenance plan similar to the maintenance plan described in our ordinance, and by requirement and funding the implementation of that plan. We require any storm drain inlets that we install to comply with the design standards in our permit.</p> <p>The Township has updated the Stormwater Control Ordinances, which are consistent with the NJ Stormwater BMP. We have also included Burlington County planning agency staff comments and recommendations on the Plan and ordinances.</p> <p>Stormwater from non-residential and redevelopment projects is controlled by our Planning &amp; Zoning Boards and code enforcement officer, through administration of our ordinances. Where it is necessary to implement the municipal stormwater management plan, the approved ordinance also controls aspects of residential development and redevelopment projects that are not subject to the Residential Site Improvements Standards.</p>	
<p>5. Does the Municipal Stormwater Management Plan include a mitigation plan?</p>	<p>Yes, the Stormwater Management Plan does include a mitigation plan on sheets 22 through 25 of the Plan, dated December 2005, Revised October 2006.</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>The physical location for storage and retention of all approved applications for major development projects are in the Office of Community Development within the Bordentown Township Municipal Building. Marcie Maute in Community Development is responsible for maintaining these documents. 609-291-2800, Ext 2013.</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	09/27/05	<a href="https://www.ecode360.com/BO3500/laws/LF1097640.pdf">https://www.ecode360.com/BO3500/laws/LF1097640.pdf</a>	Yes	Twp. Code Enforcement
2. Wildlife Feeding permit cite IV.B.5.a.ii	09/27/05	<a href="https://www.ecode360.com/BO3500/laws/LF1097636.pdf">https://www.ecode360.com/BO3500/laws/LF1097636.pdf</a>	Yes	Twp. Code Enforcement
3. Litter Control permit cite IV.B.5.a.iii	09/27/05	<a href="https://www.ecode360.com/BO3500/laws/LF1097639.pdf">https://www.ecode360.com/BO3500/laws/LF1097639.pdf</a>	Yes	Twp. Code Enforcement
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	09/27/05	<a href="https://www.ecode360.com/BO3500/laws/LF1097638.pdf">https://www.ecode360.com/BO3500/laws/LF1097638.pdf</a>	Yes	Twp. Code Enforcement
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	09/27/05	<a href="https://www.ecode360.com/BO3500/laws/LF1097641.pdf">https://www.ecode360.com/BO3500/laws/LF1097641.pdf</a>	Yes	Twp. Code Enforcement
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	07/11/11	<a href="https://www.ecode360.com/BO3500/laws/LF1097761.pdf">https://www.ecode360.com/BO3500/laws/LF1097761.pdf</a>	Yes	Twp. Code Enforcement
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	06/12/06	<a href="https://d3n8a8pro7vhm-x.cloudfront.net/bordentowntownship/pages/1082/attachments/original/1540564591/Stormwater_Management_Plan_12-2005_Rev_10-2006.pdf?1540564591">https://d3n8a8pro7vhm-x.cloudfront.net/bordentowntownship/pages/1082/attachments/original/1540564591/Stormwater_Management_Plan_12-2005_Rev_10-2006.pdf?1540564591</a>	Yes	Twp. Code Enforcement
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	09/27/05	<a href="https://www.ecode360.com/BO3500/laws/LF1097637.pdf">https://www.ecode360.com/BO3500/laws/LF1097637.pdf</a>	Yes	Twp. Code Enforcement
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	07/11/11	<a href="https://www.ecode360.com/BO3500/laws/LF1097760.pdf">https://www.ecode360.com/BO3500/laws/LF1097760.pdf</a>	Yes	Twp. Code Enforcement

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

All records associated with the Ordinances are on file with the Municipal Clerk. Related enforcement actions are on file with the Township's Code Enforcement Officer located within the Office of Community Development. All Ordinances are on the Township's Website.  
<https://www.bordentowntownship.com>



## 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>The Township does not have any roadways that need to comply with the State standard for quarterly street sweeping. Starting in 2020, the municipality will provide roadway sweeping for all other roads that they own and maintain. This year, the municipality is preparing a bid specification for a street sweeper and has constructed a sheltered area to store street sweepings. Further, Bordentown Township has bid a screening machine to allow for sorting of larger waste and floatables to allow for disposal at the Burlington County Landfill.</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>Non-Applicable. No streets are currently required to be swept</p>
<p>3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.</p>
<p>Non-Applicable. No streets are currently required to be swept</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>Non-Applicable. No streets are currently required to be swept</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>All catch basins are inspected, and if necessary cleaned and maintained, in the Fall on an annual basis. Catch basins that require maintenance or cleaning are scheduled for the required maintenance as needed. All records with photo documentation are collected and prepared.</p>
<p>2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.</p>
<p>Inlets that have recurring problems are located as follows:</p> <ul style="list-style-type: none"> <li>1.) Groveville Road - opposite East Drive, near Northern Community Park – Continuous cleaning of pipes.</li> <li>2.) Constitution Drive – This problem was resolved through the extensive cleaning of the storm sewer pipes in July.</li> <li>3.) Dunns Mill Road – Adjacent NJDOT Facility. This issue was addressed as part of an NJDOT Municipal Aid Project.</li> </ul>
<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>The Township of Bordentown has purchased a video truck to evaluate their aging infrastructure and plan for repairs. The systematic problems are video taped and reviewed by the Township Engineer. The systems are repaired by the DPW or work is publicly contracted. Pipes are repaired and cleaned as necessary. Prioritization of projects is based upon severity of the problem. Surface debris is removed throughout the year on a regular basis to limited recurring problems.</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>Bordentown Township has labelled all of its storm drain inlets that are along municipal streets and all storm drain inlets within plazas, parking areas, or maintenance yards that are operated by Bordentown Township. Annual inspections occur during the inlet cleaning process to ensure they are maintained or replaced where damaged.</p>

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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.  |
| All records, including inspection reports with photographs are maintained at the Bordentown Township Department of Public Works, located at 266 Crosswicks Road. While wet tonnage is not recorded, material disposal is by dump truck to the Burlington County Landfill. |

## SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.
Storm drains are retrofitted as part of our annual road programs and with all capital improvements. Additionally, the Township requires that Land Developments comply with NJDEP standards for all new inlets and connections. Roadways are prioritized including those requiring stormwater drainage improvements.
2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.
All inlets are inspection on an annual basis as part of an on-going inlet evaluation program. Inlet improvements are also inspected and retrofitted during Annual Road Improvement project. In the past three years, there were 18 roadways improved that included the retrofitting of all inlets. Additionally, as part of the bikeway expansion throughout the Township, another 22 inlets were retrofitted for compliance.
3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.
Development reviews are completed for developments within the Township. Any private storm drain inlets (if any) are required to be constructed and/or retrofitted. Letter are being forwarded to all privately-owned systems to give adequate notification of this requirement.
4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.
The Township follows the same inspection procedures for private inlets as well as Township owned inlets.

## SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

<i>Complete separate forms for each municipal yard or ancillary operation location.</i>
Address of municipal yard or ancillary operation: Department of Public Works, 266 Crosswicks Road, Bordentown, NJ 08505
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 – NA  Intermediate products – Sand, Infield Mix, playground mulch, concrete/block waste  Final products – NA  Waste materials – street sweepings, yard trimmings and wood waste, roadside vegetation, Concrete and concrete block residential waste  By-products – NA  Machinery – Pickup Trucks, Two (2) F750 Trucks, F550 and F450 Trucks, backhoe, Two (2) Wheeled Loaders, Leaf Vacuum truck, Fourteen (14) snow plows  Fuel – 10,000 gallon above ground fuel storage tank. (6000 diesel, 4000 gasoline)  Lubricants – NA Solvents – NA Detergents related to municipal maintenance yard or ancillary operations – NA  Other – Inlet repair materials to include, pipes, blocks and castings. Fencing, Cones, And barricades. Police cars and machinery are temporarily stored for public auction.

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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
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**See Attached** Spill Prevention, Control and Countermeasure Plan (SPCC) prepared for the new Fueling facility. Additionally, drip pans are placed under all hose and pipe operations during transfer of fuels. A trained employee is present to supervise the transfer of fuel. Instructions for safe operation of fueling equipment are posted in plain view. Any equipment, tanks, pumps, piping or fuel dispensing equipment found to be leaking or in need of repair or performed immediately to address any loss of fuel or contamination.

2. Vehicle Maintenance
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All vehicle maintenance and machinery maintenance is performed indoors in designated areas. Indoor areas have concrete floors where appropriate drip pans and absorbent spill clean-up Materials are available and properly disposed of after use.

For projects that must be performed outdoors, tarps are utilized and appropriate drip pans placed. All outdoor repairs are performed on paved surfaces and like the indoor repairs, absorbent spill Clean-up materials are readily available.

No oils, grease, fluids and lubricants are dumped on the ground.

No batteries, used oil, antifreeze or other toxic fluids allowed to flow into the on-site storm Sewer system or allowed to drain to any waterway.

Tires are stored indoors and properly disposed of on a regular schedule.  
All fluids are recovered and stored in properly labelled containers to await proper disposal.  
All equipment is inspected weekly for any leaks or damage and appropriate repairs are made  
Immediately.

3. On-Site Equipment and Vehicle Washing

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

No vehicles are washed onsite. The Township utilizes “Blue Beacon” truck wash  
Located at the Petro Truck Stop on Rising Sun Road for these services. Township  
Maintains records of all transactions at the Department of Public Works.

4. Discharge of Stormwater from Secondary Containment

Not – Applicable. Secondary containment is indoors and not subject to stormwater.

5. Salt and De-Icing Material Storage and Handling

Bordentown Township stores its de-icing materials indoor, within a garage bay, which  
fulfills the requirements and standards. No storm sewers are within the storage area.  
After loading and unloading activities, the Township inspects for any spilled salt. Any  
Spilled material is place back into the garage.

Good House Keeping practices for de-icing material handling is implemented by  
appropriate employees:

1. Prevent and/or minimize spillage of salt during loading and unloading activities.
2. Spilled de-icing material is removed with a dry cleaning methods.
3. If necessary, sweeping is completed immediately after loading/unloading activities.
4. Tracking of materials from storage and loading/unloading areas are minimized.
5. De-icing material is dumped directly inside the salt area to minimize tracking.

Storage and loading areas are inspected on a regular basis and immediately after activities.

<p>6. Aggregate Material and Construction Debris Storage</p>
<p>Intermediate stone and sand are stored onsite but a located on impervious pavement surrounded by concrete bins. Cold patch and storm drain debris are stored in a covered three (3) sided structure under cover.</p>
<p>7. Street Sweepings, Catch Basin Clean Out and Other Material Storage</p>
<p>Street sweeping is not performed or required in 2019. However, catch basin debris is removed or vacuumed and stored in a covered structure. The material is stored under cover in a three (3) sided structure. The Township has purchased a screening device to remove floatables and large materials. Once screened, the material is transported to the Landfill. Once the two-year street sweeping begins in 2020, sweepings will also be stored in a covered structure for screening and proper disposal at the Burlington County Landfill.</p>
<p>8. Yard Trimmings and Wood Waste Management Sites</p>
<p>Bordentown Township collects yard trimmings and wood waste and stores it in concrete bins Situated on paved/concrete surfaces. Materials are transported weekly to the Burlington County Landfill. No material remains on-site longer than one week, unless an emergent condition occurs. Weekly landfill disposal.</p>
<p>9. Roadside Vegetation Management</p>
<p>Bordentown Township collects roadside vegetation waste and stores it in concrete bins Situated on paved/concrete surfaces. Materials are transported weekly to the Burlington County Landfill. No material remains on-site longer than one week, unless an emergent condition occurs. Weekly landfill disposal.</p>



## SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

<p><b>A. Municipal Employee Training:</b> 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	Department of Public Works/NJDEP Video Series
2. Stormwater Facility Maintenance	Every year	Department of Public Works/NJDEP Video Series
3. SPPP Training & Recordkeeping	Every year	Department of Public Works/NJDEP Video Series
4. Yard Waste Collection Program	Every year	Department of Public Works/NJDEP Video Series
5. Street Sweeping	Every year	Department of Public Works/NJDEP Video Series
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every year	Department of Public Works/NJDEP Video Series
7. Outfall Pipe Stream Scouring Detection and Control	Every year	Department of Public Works/NJDEP Video Series
8. Waste Disposal Education	Every year	Department of Public Works/NJDEP Video Series
9. Municipal Ordinances	Every year	Department of Public Works/NJDEP Video Series
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every year	Department of Public Works/NJDEP Video Series
<p><b>B. Municipal Board and Governing Body Members Training:</b> 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 <a href="http://www.nj.gov/dep/stormwater/training.htm">www.nj.gov/dep/stormwater/training.htm</a>.</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.</p>		

Training for DPW Staff is on record at the DPW Department. Planning Board and Zoning Board records of training are available at the Office of the Township Clerk.

**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](http://www.nj.gov/dep/stormwater/training.htm). Indicate the location of the DEP certificate of completion for each reviewer.

Frederick J. Turek P.E. Reviewer ID = J6YD6Z9G

Planning Board Engineer

Training Expires = 2023-05-01

## 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](http://www.nj.gov/dep/dwq/msrp_map_aid.htm).*

The outfall pipe map is located on the municipal website, see <https://d3n8a8pro7vhmx.cloudfront.net/bordentowntownship/pages/1082/attachments/original/1559146134/Bordentown-Township-Outfall-Map.pdf?1559146134>

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

The Township Department of Public Works performs inspections of all outfall pipes every two (2) years. The records are kept in a binder at the Department of Public Works, located at 266 Crosswicks Road, Bordentown, NJ 08505.

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.

As part of the outfall inspection process, photographs are taken to document the conditions of the outfall piping and to ensure there is no scouring. If scouring is detected, additional rip rap materials are placed at stormwater outfall pipes to prevent/correct scouring.

There has been no recent observations or record of any scouring in 2017 or 2018.

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](http://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 Township Department of Public Works performs annual inspections of all outfall pipes. A separate binder is being prepared to document dry weather conditions. The last few years have been a challenge given the frequency of rain events reducing the periods available for dry weather inspections. The records will be kept in a binder at the Department of Public Works, located at 266 Crosswicks Road, Bordentown, NJ 08505.

## SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

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

The Township of Bordentown Department of Public Works annually cleans inlets in order to maintain the storm water collection systems. All inlets and outfalls are inspected yearly. If the inlets are clear at the time of inspection, no cleaning is required. Any repairs noted at the time of inspection will be scheduled for completion as soon as repairs are necessary.

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

The Township of Bordentown has started notification of privately owned stormwater facilities advising them of the NJDEP requirements for long-term cleaning and maintenance. Follow up inspections as well as the need for annual reporting by the private facility owner will be part of the record binders stored at the Department of Public Works.

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.

All information is kept at the Department of Public Works: 266 Crosswicks Road, Bordentown, NJ 08505.

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](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/](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](http://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.

The Township has not adopted TMDL standards.

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

The Township has not adopted TMDL standards.

## 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 Environmental Commission has developed a “Green Team”, and are sustainable NJ Certified. The “Green Team” hold annual events that include prizes of rain barrels or composting systems.

All stormwater management practices put into place for commercial and multifamily properties have been expanded to require single family homes to comply.

The Environmental Commission also promotes tree plantings and give-aways for earth day and coordinates clean-up of stream corridors with the Scouts. An annual Clean Community Day has been established for the Township and its success continues.

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

Yes, an Ordinance was adopted on 07/11/11.

<https://www.ecode360.com/BO3500/laws/LF1097760.pdf>