FINANCE / ADMINISTRATION / OEM / DPW / ENGINEERING

OPRA

From: NJ21st Team <team@nj21st.com>
Sent: Thursday, July 17, 2025 10:59 AM
To: OPRA
Subject: OPRA Request

RECEIVED
JUL 17 2025
By 7/25

Dear Records Custodian,

Under the Open Public Records Act, please provide the following:

1. All capital improvement budget documents from 2016 to 2025 detailing projects related to:
   - Stormwater system repairs or upgrades
   - Culvert replacement or enhancement
   - Installation of detention basins
   - Drainage improvements tied to Green Brook or known flood zones

2. Records of FEMA mitigation grant applications or awards during this period, including any project descriptions or disbursement details.

3. Any DPW or engineering documentation about stormwater system assessments or upgrades since 2016.

Please send digital copies if available.

I certify the following: I HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States. I, or another person, WILL NOT use the requested government records for a commercial purpose. I AM NOT seeking records in connection with a legal proceeding

Sincerely,
John Mlgueis
56 Kuntz Avenue
Berkeley Heights, NJ

https://nj21st.com/

2016-10 has storm sewer improvements at various locations for $15,000 and bank stabilization at Ashbrook Waterway as part of a 3-part $410,000 line.
2017-7 has storm sewer improvements at various locations for $57,500
2022-11 has stream bank stabilization & debris removal at various locations for $125,000
2025-7 is the special emergency appropriation for the stormwater system map for $320,000.

CAPITAL BUDGET - (Current Year Action)
2016

Local Unit SCOTCH PLAINS TOWNSHIP

1 PROJECT TITLE	2 PROJECT NUMBER	3 ESTIMATED TOTAL COST	4 AMOUNTS RESERVED IN PRIOR YEARS	PLANNED FUNDING SERVICES FOR CURRENT YEAR - 20014					6 TO BE FUNDED IN FUTURE YEARS
				5a 2016 Budget Appropriations	5b Capital Improvement Fund	5c Capital Surplus	5d Grants In Aid and Other Funds	5e Debt Authorized	
Various Road Improvements	ENG-1	747,000			37,350			709,650	
Storm Sewer Extensions	ENG-2	15,000			750			14,250	
Ashbrook Bank Stabilization-Phase II	ENG-3	160,000			8,000			152,000	
Acq of Various DPW Vehicles & Equip	PW-1	410,500			20,525			389,975	
DPW Garage Assess/Spatial Study	PW-2	35,000			1,750			33,250	
Tree Root Grinding & Sidewalk Repl	PW-3	15,000			750			14,250	
HVAC Replacement	LIB-1	190,000			9,500			180,500	
Replacement Hose	FIRE-1	40,000			2,000			38,000	
Key Fob Attendance System	FIRE-2	11,000			550			10,450	
Turnout Gear Washer& Dryer	FIRE-3	12,000			600			11,400	
Acq of Fire Dept Vehicles	FIRE-4	45,000			2,250			42,750	
Tower Ladder Replacement	FIRE-5	1,200,000			60,000			1,140,000	
Turnout Gear Replacement	FIRE-6	82,000			4,100			77,900	
Acq. Of Police 4X4 SUV Vehicles	POL-1	226,000			11,300			214,700	
Police MDT Replacement	POL-2	16,000			800			15,200	
Technology Upgrades	ADM-1	230,000			11,500			218,500	
TOTALS - ALL PROJECTS		3,434,500			171,725			3,262,775	

TOWNSHIP OF SCOTCH PLAINS

ORDINANCE NO. 2016-10

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND THE ACQUISITION OF NEW ADDITIONAL OR REPLACEMENT EQUIPMENT AND MACHINERY, NEW INFORMATION TECHNOLOGY EQUIPMENT AND NEW AUTOMOTIVE VEHICLES, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE TOWNSHIP OF SCOTCH PLAINS, IN THE COUNTY OF UNION, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF $1,601,500 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

BE IT ORDAINED by the Township Council of the Township of Scotch Plains, in the County of Union, State of New Jersey, as follows:

Section 1. The Township of Scotch Plains, in the County of Union, State of New Jersey (the "Township") is hereby authorized to make various public improvements and to acquire new additional or replacement equipment and machinery, new information technology equipment and new automotive vehicles, including original apparatus and equipment, in, by and for said Township, as more particularly described in Section 4 hereof. Said improvements shall include all work, materials and appurtenances necessary and suitable therefor.

Section 2. There is hereby appropriated to the payment of the cost of making the improvements described in Sections 1 and

4 hereof (hereinafter referred to as "purposes"), the respective amounts of money hereinafter stated as the appropriation for said respective purposes. Said appropriation shall be met from the proceeds of the sale of the bonds authorized and the down payment appropriated by this ordinance. Said improvements shall be made as general improvements and no part of the cost thereof shall be assessed against property specially benefited.

Section 3. It is hereby determined and stated that the making of such improvements is not a current expense of said Township.

Section 4. The several purposes hereby authorized for the financing of which said obligations are to be issued are set forth in the following "Schedule of Improvements, Purposes and Amounts" which schedule also shows (1) the amount of the appropriation and the estimated cost of each such purpose, and (2) the amount of each sum which is to be provided by the down payment hereinafter appropriated to finance such purposes, and (3) the estimated maximum amount of bonds and notes to be issued for each such purpose, and (4) the period of usefulness of each such purpose, according to its reasonable life, computed from the date of said bonds:

SCHEDULE OF IMPROVEMENTS, PURPOSES AND AMOUNTS

A. Undertaking of the following improvements: (i) reconstruction of Byrd Avenue, (ii) design phase for the installation of guide rails on Glenside Avenue (Section 4), (iii) tree root control and sidewalk replacement at various locations and (iv) the 2016 Road Improvement Program at various locations, as set forth on a list on file with the Township Clerk and hereby approved and incorporated herein by this reference thereto. Depending upon the contract price and other exigent circumstances, and upon approval by the Township Council, there may be additions to or deletions from the list referred to in clause (iv) of the preceding sentence. It is hereby determined and stated that the roads being improved are of "Class B" or equivalent construction as defined in Section 22 of the Local Bond Law (Chapter 2 of Title 40A of the New Jersey Statutes Annotated, as amended; the "Local Bond Law").

Appropriation and Estimated Cost	$ 762,000
Down Payment Appropriated	$ 36,300
Bonds and Notes Authorized	$ 725,700
Period of Usefulness	10 years

B. Undertaking of storm sewer improvements at various locations.

Appropriation and Estimated Cost	$ 15,000
Down Payment Appropriated	$ 720
Bonds and Notes Authorized	$ 14,280
Period of Usefulness	40 years

C. Undertaking of the following improvements: (i) bank stabilization at the Ashbrook Waterway behind the Raritan Road Pump Station (Phase 2), (ii) the Downtown Beautification Improvements Project (Phase 2) and (iii) various improvements to the Department of Public Works ("DPW") Garage, including, but not limited to, roof repairs. It is hereby determined and stated that the DPW Garage is of "Class B" or equivalent construction as defined in Section 22 of the Local Bond Law.

Appropriation and Estimated Cost	$ 410,000
Down Payment Appropriated	$ 19,525
Bonds and Notes Authorized	$ 390,475
Period of Usefulness	15 years

D. Acquisition of new additional or replacement equipment and machinery and new automotive vehicles, including original apparatus and equipment, for the use of the DPW consisting

of (i) a dump truck, (ii) a utility truck and (iii) portable water pumps.

Appropriation and Estimated Cost	$ 199,500
Down Payment Appropriated	$ 9,500
Bonds and Notes Authorized	$ 190,000
Period of Usefulness	5 years

E. Supplemental funding for the replacement of the HVAC system at the Public Library. It is hereby determined and stated that the Township has heretofore appropriated the sum of $375,000 for such improvement pursuant to Ord. No. 2015-8 adopted on May 5, 2015.

Appropriation and Estimated Cost	$ 190,000
Down Payment Appropriated	$ 9,050
Bonds and Notes Authorized	$ 180,950
Period of Usefulness	15 years

F. Acquisition of new information technology equipment for the use of various Township departments, offices and agencies.

Appropriation and Estimated Cost	$ 25,000
Down Payment Appropriated	$ 3,405
Bonds and Notes Authorized	$ 21,595
Period of Usefulness	5 years

Aggregate Appropriation and Estimated Cost	$1,601,500
Aggregate Down Payment Appropriated	$ 78,500
Aggregate Amount of Bonds and Notes Authorized	$1,523,000

Section 5. The cost of such purposes, as hereinbefore stated, includes the aggregate amount of $110,000 which is estimated to be necessary to finance the cost of such purposes, including architect's fees, accounting, engineering and inspection costs, legal expenses and other expenses, including interest on such obligations to the extent permitted by Section 20 of the Local Bond Law.

Section 6. It is hereby determined and stated that moneys exceeding $78,500, appropriated for down payments on capital improvements or for the capital improvement fund in budgets heretofore adopted for said Township, are now available to finance said purposes. The sum of $78,500 is hereby appropriated from such moneys to the payment of the cost of said purposes.

Section 7. To finance said purposes, bonds of said Township of an aggregate principal amount not exceeding $1,523,000 are hereby authorized to be issued pursuant to the Local Bond Law. Said bonds shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law. All matters with respect to said bonds not determined by this ordinance shall be determined by resolutions to be hereafter adopted.

Section 8. To finance said purposes, bond anticipation notes of said Township of an aggregate principal amount not exceeding $1,523,000 are hereby authorized to be issued pursuant to

the Local Bond Law in anticipation of the issuance of said bonds. In the event that bonds are issued pursuant to this ordinance, the aggregate amount of notes hereby authorized to be issued shall be reduced by an amount equal to the principal amount of the bonds so issued. If the aggregate amount of outstanding bonds and notes issued pursuant to this ordinance shall at any time exceed the sum first mentioned in this section, the moneys raised by the issuance of said bonds shall, to not less than the amount of such excess, be applied to the payment of such notes then outstanding.

Section 9. Each bond anticipation note issued pursuant to this ordinance shall be dated on or about the date of its issuance and shall be payable not more than one year from its date, shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law and may be renewed from time to time pursuant to and within limitations prescribed by the Local Bond Law. Each of said bond anticipation notes shall be signed by the Mayor and by a financial officer and shall be under the seal of said Township and attested by the Township Clerk or Deputy Township Clerk. Said officers are hereby authorized to execute said notes in such form as they may adopt in conformity with law. The power to determine any matters with respect to said notes not determined by this ordinance and also the power to sell said notes, is hereby delegated to the Chief

Financial Officer who is hereby authorized to sell said notes either at one time or from time to time in the manner provided by law.

Section 10. It is hereby determined and declared that the average period of usefulness of said purposes, according to their reasonable lives, taking into consideration the respective amounts of bonds or notes authorized for said purposes, is a period of 11.46 years computed from the date of said bonds.

Section 11. It is hereby determined and stated that the Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the office of the Township Clerk of said Township, and that such statement so filed shows that the gross debt of said Township, as defined in Section 43 of the Local Bond Law, is increased by this ordinance by $1,523,000 and that the issuance of the bonds and notes authorized by this ordinance will be within all debt limitations prescribed by said Local Bond Law.

Section 12. Any funds received from private parties, the County of Union, the State of New Jersey or any of their agencies or any funds received from the United States of America or any of its agencies in aid of such purposes, shall be applied to the payment of the cost of such purposes, or, if bond anticipation notes have been issued, to the payment of the bond anticipation

notes, and the amount of bonds authorized for such purposes shall be reduced accordingly.

Section 13. The capital budget is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency therewith and the resolutions promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, is on file with the Township Clerk and is available for public inspection.

Section 14. The Township intends to issue the bonds or notes to finance the cost of the improvements described in Sections 1 and 4 of this bond ordinance. If the Township incurs such costs prior to the issuance of the bonds or notes, the Township hereby states its reasonable expectation to reimburse itself for such expenditures with the proceeds of such bonds or notes in the maximum principal amount of bonds or notes authorized by this bond ordinance.

Section 15. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this ordinance. Said obligations shall be direct, unlimited and general obligations of the Township, and the Township shall levy ad valorem taxes upon all the taxable real property within the Township for the payment of

the principal of and interest on such bonds and notes, without limitation as to rate or amount.

Section 16. This ordinance shall take effect twenty days after the first publication thereof after final passage.

INTRODUCED: April 19, 2016

ADOPTED: May 17, 2016

FINAL PUBLICATION: May 26, 2016

CAPITAL BUDGET - (Current Year Action)
2017

Local Unit SCOTCH PLAINS TOWNSHIP

1	2	3	4	PLANNED FUNDING SERVICES FOR CURRENT YEAR - 20014					6
PROJECT TITLE	PROJECT NUMBER	ESTIMATED TOTAL COST	AMOUNTS RESERVED IN PRIOR YEARS	5a 2017 Budget Appropriations	5b Capital Improvement Fund	5c Capital Surplus	5d Grants In Aid and Other Funds	5e Debt Authorized	TO BE FUNDED IN FUTURE YEARS
Various Road Improvements	ENG-1	956,625			47,832		185,000	723,793	
Storm Sewer Extensions	ENG-2	57,500			2,875			54,625	
Various Vehicles & Equipment	PW-1	484,000			24,200			459,800	
NJ Interoperability Comm System	FIRE-1	180,000			9,000			171,000	
Turnout Gear	FIRE-2	55,000			2,750			52,250	
Various Park Improvements	REC-1	130,000			6,500			123,500	
Various Police Equipment	POLICE-1	56,807			2,841			53,966	
Design Work for Various Rd Projects	ENG-3	40,000			2,000			38,000	
Telephone System	ADM-1	100,000			5,000			95,000	
TOTALS - ALL PROJECTS		2,059,932			102,998		185,000	1,771,934	

TOWNSHIP PF SCOTCH PLAINS

BOND ORDINANCE NO. 2017-7

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND THE ACQUISITION OF NEW ADDITIONAL OR REPLACEMENT EQUIPMENT AND MACHINERY, NEW COMMUNICATION AND SIGNAL SYSTEMS EQUIPMENT AND NEW AUTOMOTIVE VEHICLES, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE TOWNSHIP OF SCOTCH PLAINS, IN THE COUNTY OF UNION, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF $1,875,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

BE IT ORDAINED by the Township Council of the Township of Scotch Plains, in the County of Union, State of New Jersey, as follows:

Section 1. The Township of Scotch Plains, in the County of Union, State of New Jersey (the "Township") is hereby authorized to make various public improvements and to acquire new additional or replacement equipment and machinery, new communication and signal systems equipment and new automotive vehicles, including original apparatus and equipment, in, by and for said Township, as more particularly described in Section 4 hereof. Said improvements shall include all work, materials and appurtenances necessary and suitable therefor.

Section 2. There is hereby appropriated to the payment of the cost of making the improvements described in Sections 1 and 4 hereof (hereinafter referred to as "purposes"), the respective

amounts of money hereinafter stated as the appropriation for said respective purposes. Said appropriation shall be met from the proceeds of the sale of the bonds authorized and the down payment appropriated by this ordinance. Said improvements shall be made as general improvements and no part of the cost thereof shall be assessed against property specially benefited.

Section 3. It is hereby determined and stated that the making of such improvements is not a current expense of said Township.

Section 4. The several purposes hereby authorized for the financing of which said obligations are to be issued are set forth in the following "Schedule of Improvements, Purposes and Amounts" which schedule also shows (1) the amount of the appropriation and the estimated cost of each such purpose, and (2) the amount of each sum which is to be provided by the down payment hereinafter appropriated to finance such purposes, and (3) the estimated maximum amount of bonds and notes to be issued for each such purpose, and (4) the period of usefulness of each such purpose, according to its reasonable life, computed from the date of said bonds:

SCHEDULE OF IMPROVEMENTS, PURPOSES AND AMOUNTS

A. Undertaking of the following improvements: (i)

improvement of East Second Street, (ii) improvement of Glenside Avenue (Section 4), (iii) curb replacement at various locations, (iv) planning and design phase for road improvements and (v) the 2017 Road Improvement Program at various locations, as set forth on a list on file with the Township Clerk and hereby approved and incorporated herein by this reference thereto. Depending upon the contract price and other exigent circumstances, and upon approval by the Township Council, there may be additions to or deletions from the list referred to in clause (v) of the preceding sentence. It is hereby determined and stated that the roads being improved are of "Class B" or equivalent construction as defined in Section 22 of the Local Bond Law (Chapter 2 of Title 40A of the New Jersey Statutes Annotated, as amended; the "Local Bond Law").

Appropriation and Estimated Cost	$ 801,625
Down Payment Appropriated	$ 38,225
Bonds and Notes Authorized	$ 763,400
Period of Usefulness	10 years

B. Undertaking of storm sewer improvements at various locations.

Appropriation and Estimated Cost	$ 57,500
Down Payment Appropriated	$ 2,800
Bonds and Notes Authorized	$ 54,700
Period of Usefulness	40 years

C. Acquisition of new automotive vehicles, including original apparatus and equipment, for the use of the Department of Public Works ("DPW") consisting of (i) a dump truck with plow and (ii) a pickup truck.

Appropriation and Estimated Cost	$ 149,500
Down Payment Appropriated	$ 7,400
Bonds and Notes Authorized	$ 142,100
Period of Usefulness	5 years

D. Acquisition of new additional or replacement equipment and machinery for the use of the DPW consisting of (i) a backhoe with multi-use bucket and (ii) a wheel loader.

Appropriation and Estimated Cost	$ 260,000

Down Payment Appropriated	$ 12,400
Bonds and Notes Authorized	$ 247,600
Period of Usefulness	15 years

E. Acquisition of new communication and signal systems equipment consisting of radios with GPS for the use of the DPW.

Appropriation and Estimated Cost	$ 74,500
Down Payment Appropriated	$ 3,600
Bonds and Notes Authorized	$ 70,900
Period of Usefulness	10 years

F. Acquisition of new communication and signal systems equipment for the use of the Fire Department consisting of an interoperability communications system for compatibility with County emergency services.

Appropriation and Estimated Cost	$ 180,000
Down Payment Appropriated	$ 8,600
Bonds and Notes Authorized	$ 171,400
Period of Usefulness	10 years

G. Acquisition of new additional or replacement equipment and machinery consisting of turnout gear for the use of the Fire Department.

Appropriation and Estimated Cost	$ 55,000
Down Payment Appropriated	$ 2,700
Bonds and Notes Authorized	$ 52,300
Period of Usefulness	5 years

H. Undertaking of the following park and recreation improvements: (i) renovation of restrooms at Greenside Playground and (ii) improvement of Terrill Field (Phase 2).

Appropriation and Estimated Cost	$ 140,000
Down Payment Appropriated	$ 6,700
Bonds and Notes Authorized	$ 133,300
Period of Usefulness	15 years

I. Acquisition of new additional or replacement equipment and machinery and new communication and signal systems equipment for the use of the Police Department consisting of (i) tactical equipment and (ii) radios.

Appropriation and Estimated Cost	$ 56,875
Down Payment Appropriated	$ 2,775
Bonds and Notes Authorized	$ 54,100
Period of Usefulness	10 years

J. Acquisition of new communication and signal systems equipment consisting of telecommunications system equipment for Township-wide upgrades.

Appropriation and Estimated Cost	$ 100,000
Down Payment Appropriated	$ 4,800
Bonds and Notes Authorized	$ 95,200
Period of Usefulness	10 years

Aggregate Appropriation and Estimated Cost	$1,875,000
Aggregate Down Payment Appropriated	$ 90,000
Aggregate Amount of Bonds and Notes Authorized	$1,785,000

Section 5. The cost of such purposes, as hereinbefore stated, includes the aggregate amount of $200,000 which is estimated to be necessary to finance the cost of such purposes, including architect's fees, accounting, engineering and inspection costs, legal expenses and other expenses, including interest on such obligations to the extent permitted by Section 20 of the Local Bond Law.

Section 6. It is hereby determined and stated that moneys exceeding $90,000, appropriated for down payments on capital improvements or for the capital improvement fund in budgets heretofore adopted for said Township, are now available to finance said purposes. The sum of $90,000 is hereby appropriated from such moneys to the payment of the cost of said purposes.

Section 7. To finance said purposes, bonds of said Township of an aggregate principal amount not exceeding $1,785,000 are hereby authorized to be issued pursuant to the Local Bond Law. Said bonds shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law. All matters with respect to said bonds not determined by this ordinance shall be determined by resolutions to be hereafter adopted.

Section 8. To finance said purposes, bond anticipation notes of said Township of an aggregate principal amount not exceeding $1,785,000 are hereby authorized to be issued pursuant to the Local Bond Law in anticipation of the issuance of said bonds. In the event that bonds are issued pursuant to this ordinance, the aggregate amount of notes hereby authorized to be issued shall be reduced by an amount equal to the principal amount of the bonds so issued. If the aggregate amount of outstanding bonds and notes issued pursuant to this ordinance shall at any time exceed the sum first mentioned in this section, the moneys raised by the issuance

of said bonds shall, to not less than the amount of such excess, be applied to the payment of such notes then outstanding.

Section 9. Each bond anticipation note issued pursuant to this ordinance shall be dated on or about the date of its issuance and shall be payable not more than one year from its date, shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law and may be renewed from time to time pursuant to and within limitations prescribed by the Local Bond Law. Each of said bond anticipation notes shall be signed by the Mayor and by a financial officer and shall be under the seal of said Township and attested by the Township Clerk or Deputy Township Clerk. Said officers are hereby authorized to execute said notes in such form as they may adopt in conformity with law. The power to determine any matters with respect to said notes not determined by this ordinance and also the power to sell said notes, is hereby delegated to the Chief Financial Officer who is hereby authorized to sell said notes either at one time or from time to time in the manner provided by law.

Section 10. It is hereby determined and declared that the average period of usefulness of said purposes, according to their reasonable lives, taking into consideration the respective

amounts of bonds or notes authorized for said purposes, is a period of 11.44 years computed from the date of said bonds.

Section 11. It is hereby determined and stated that the Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the office of the Township Clerk of said Township, and that such statement so filed shows that the gross debt of said Township, as defined in Section 43 of the Local Bond Law, is increased by this ordinance by $1,785,000 and that the issuance of the bonds and notes authorized by this ordinance will be within all debt limitations prescribed by said Local Bond Law.

Section 12. Any funds received from private parties, the County of Union, the State of New Jersey or any of their agencies or any funds received from the United States of America or any of its agencies in aid of such purposes, shall be applied to the payment of the cost of such purposes, or, if bond anticipation notes have been issued, to the payment of the bond anticipation notes, and the amount of bonds authorized for such purposes shall be reduced accordingly.

Section 13. The capital budget is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency therewith and the resolutions promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of

Local Government Services, is on file with the Township Clerk and is available for public inspection.

Section 14. The Township intends to issue the bonds or notes to finance the cost of the improvements described in Sections 1 and 4 of this bond ordinance. If the Township incurs such costs prior to the issuance of the bonds or notes, the Township hereby states its reasonable expectation to reimburse itself for such expenditures with the proceeds of such bonds or notes in the maximum principal amount of bonds or notes authorized by this bond ordinance.

Section 15. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this ordinance. Said obligations shall be direct, unlimited and general obligations of the Township, and the Township shall levy ad valorem taxes upon all the taxable real property within the Township for the payment of the principal of and interest on such bonds and notes, without limitation as to rate or amount.

Section 16. This ordinance shall take effect twenty days after the first publication thereof after final passage.

INTRODUCED: April 4, 2017

PUBLIC HEARING/ADOPTION: April 18, 2017

DocuSign Envelope ID: 5C7023A8-41E7-4723-AC1F-D42D76E5E520

CAPITAL BUDGET (Current Year Action)
2022

Local Unit: TOWNSHIP OF SCOTCH PLAINS

1 PROJECT TITLE	2 PROJECT NUMBER	3 ESTIMATED TOTAL COST	4 AMOUNTS RESERVED IN PRIOR YEARS	PLANNED FUNDING SERVICES FOR CURRENT YEAR - 2022					6 TO BE FUNDED IN FUTURE YEARS
				5a 2022 Budget Appropriations	5b Capital Improvement Fund	5c Capital Surplus	5d Grants in Aid and Other Funds	5e Debt Authorized	
Various Road Improvements	ENG-1	4,016,225.00			37,181.35		272,598.00	706,445.65	3,000,000.00
Design Work for Various Rd Projects	ENG-2	237,500.00			4,375.00			83,125.00	150,000.00
USDA EWP Stream/Outfall Improvement	ENG-3	250,000.00			6,250.00			118,750.00	125,000.00
Various Vehicles & Equipment	PW-1	1,018,000.00			13,400.00			254,600.00	750,000.00
Various Vehicles & Equipment	FIRE-1	865,000.00					265,000.00		600,000.00
Various Vehicles & Equipment	POL-1	817,000.00			5,850.00			111,150.00	700,000.00
Various Park Improvements	REC-1	2,317,500.00			41,875.00		480,000.00	795,625.00	1,000,000.00
IT Upgrades	ADM-1	150,000.00			2,500.00			47,500.00	100,000.00
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TOTAL - THIS PAGE	XXXXX	9,671,225.00	-	-	111,431.35	-	1,017,598.00	2,117,195.65	6,425,000.00

TOWNSHIP OF SCOTCH PLAINS

ORDINANCE NO. 2022-11

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND THE ACQUISITION OF NEW ADDITIONAL OR REPLACEMENT EQUIPMENT AND MACHINERY, NEW INFORMATION TECHNOLOGY EQUIPMENT AND A NEW AUTOMOTIVE VEHICLE, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE TOWNSHIP OF SCOTCH PLAINS, IN THE COUNTY OF UNION, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF $2,225,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

BE IT ORDAINED by the Township Council of the Township of Scotch Plains, in the County of Union, State of New Jersey, as follows:

Section 1. The Township of Scotch Plains, in the County of Union, State of New Jersey (the "Township") is hereby authorized to make various public improvements and to acquire new additional or replacement equipment and machinery, new information technology equipment and a new automotive vehicle, including original apparatus and equipment, in, by and for said Township, as more particularly described in Section 4 hereof. Said improvements shall include all work, materials and appurtenances necessary and suitable therefor.

Section 2. There is hereby appropriated to the payment of the cost of making the improvements described in Sections 1 and 4 hereof (hereinafter referred to as "purposes"), the respective amounts of money hereinafter stated as the appropriation for said respective purposes. Said appropriation shall be met from the proceeds of the sale of the bonds authorized and the down payment appropriated by this ordinance. Said improvements shall be made as general improvements and no part of the cost thereof shall be assessed against property specially benefited.

Section 3. It is hereby determined and stated that the making of such improvements is not a current expense of said Township.

Section 4. The several purposes hereby authorized for the financing of which said obligations are to be issued are set forth in the following "Schedule of Improvements, Purposes and Amounts" which schedule also shows (1) the amount of the appropriation and the estimated cost of each such purpose, and (2) the amount of each sum which is to be provided by the down payment hereinafter appropriated to finance such purposes, and (3) the estimated maximum amount of bonds and notes to be issued for each such purpose, and (4) the period of usefulness of each such purpose, according to its reasonable life, computed from the date of said bonds:

SCHEDULE OF IMPROVEMENTS, PURPOSES AND AMOUNTS

A. Undertaking of the following road improvements: (i) improvement of Jerusalem Road (Phase 2) and (ii) the 2022 Road Improvement Program at various locations, as set forth on a list on file with the Township Clerk and hereby approved and incorporated herein by this reference thereto. Depending upon the contract price and other exigent circumstances, and upon approval by the Township Council, there may be additions to or deletions from the list referred to in clause (ii) of the preceding sentence. It is hereby determined and stated that the roads being improved are of "Class B" or equivalent construction as defined in Section 22 of the Local Bond Law (Chapter 2 of Title 40A of the New Jersey Statutes Annotated, as amended; the "Local Bond Law").

Appropriation and Estimated Cost	$ 847,500
Down Payment Appropriated	$ 40,360
Bonds and Notes Authorized	$ 807,140
Period of Usefulness	10 years

B. Undertaking of stream bank stabilization and debris removal at various locations.

Appropriation and Estimated Cost	$ 125,000
Down Payment Appropriated	$ 5,960
Bonds and Notes Authorized	$ 119,040
Period of Usefulness	15 years

C. Acquisition of new information technology equipment consisting of computer upgrade equipment for the use of various Township departments, offices and agencies.

Appropriation and Estimated Cost	$ 50,000
Down Payment Appropriated	$ 2,390
Bonds and Notes Authorized	$ 47,610
Period of Usefulness	5 years

D. Acquisition of new additional or replacement equipment and machinery consisting of truck bodies for the use of the Department of Public Properties ("DPP").

Appropriation and Estimated Cost	$ 80,000
Down Payment Appropriated	$ 3,810
Bonds and Notes Authorized	$ 76,190
Period of Usefulness	5 years

E. Acquisition of new additional or replacement equipment and machinery consisting of a rubber tire loader for the use of the DPP.

Appropriation and Estimated Cost	$ 168,000
Down Payment Appropriated	$ 8,000
Bonds and Notes Authorized	$ 160,000
Period of Usefulness	15 years

F. Undertaking of the following park and recreation improvements: (i) replacement of the irrigation control panel at Scotch Hills County Club; and (ii) undertaking of various improvements to Greenside and Brookside parks.

Appropriation and Estimated Cost	$ 795,000
Down Payment Appropriated	$ 37,860
Bonds and Notes Authorized	$ 757,140
Period of Usefulness	15 years

G. Acquisition of a new automotive vehicle, including original apparatus and equipment, consisting of a pickup truck for the use of Parks and Recreation.

Appropriation and Estimated Cost	$ 42,500
Down Payment Appropriated	$ 2,045
Bonds and Notes Authorized	$ 40,455
Period of Usefulness	5 years

H. (i) Acquisition of new traffic calming signs and signals, and undertaking of traffic calming improvements at various locations, for pedestrian safety, (ii) installation of license plate reader equipment at various locations, (iii) installation of security cameras at various parks and (iv) acquisition of a fingerprinting machine for the use of the Police Department.

Appropriation and Estimated Cost	$ 117,000
Down Payment Appropriated	$ 5,575
Bonds and Notes Authorized	$ 111,425
Period of Usefulness	10 years

Aggregate Appropriation and Estimated Cost	$ 2,225,000
Aggregate Down Payment Appropriated	$ 106,000
Aggregate Amount of Bonds and Notes Authorized	$ 2,119,000

Section 5. The cost of such purposes, as hereinbefore stated, includes the aggregate amount of $183,500 which is estimated to be necessary to finance the cost of such purposes, including architect's fees, accounting, engineering and inspection costs, legal expenses and other expenses, including interest on such obligations to the extent permitted by Section 20 of the Local Bond Law.

Section 6. It is hereby determined and stated that moneys exceeding $106,000, appropriated for down payments on capital improvements or for the capital improvement fund in budgets heretofore adopted for said Township, are now available to finance said purposes. The sum of $106,000 is hereby appropriated from such moneys to the payment of the cost of said purposes.

Section 7. To finance said purposes, bonds of said Township of an aggregate principal amount not exceeding $2,119,000 are hereby authorized to be issued pursuant to the Local Bond Law. Said bonds shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law. All matters with respect to said bonds not determined by this ordinance shall be determined by resolutions to be hereafter adopted.

Section 8. To finance said purposes, bond anticipation notes of said Township of an aggregate principal amount not exceeding $2,119,000 are hereby authorized to be issued pursuant to the Local Bond Law in anticipation of the issuance of said bonds. In the event that bonds are issued pursuant to this ordinance, the aggregate amount of notes hereby authorized to be issued shall be reduced by an amount equal to the principal amount of the bonds so issued. If the aggregate amount of outstanding bonds and notes issued pursuant to this ordinance shall at any time exceed the sum first mentioned in this section, the moneys raised by the issuance of said bonds shall, to not less than the amount of such excess, be applied to the payment of such notes then outstanding.

Section 9. Each bond anticipation note issued pursuant to this ordinance shall be dated on or about the date of its issuance and shall be payable not more than one year from its date, shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law and may be renewed from time to time pursuant to and within limitations prescribed by the Local Bond Law. Each of said bond anticipation notes shall be signed by the Mayor and by a financial officer and shall be under the seal of said Township and attested by the Township Clerk or Deputy Township Clerk. Said officers are hereby authorized to execute said notes in such form as they may adopt in conformity with law. The power to determine any matters with respect to said notes not determined by this ordinance and also the power to sell said notes, is hereby delegated to the Chief Financial Officer who is hereby authorized to sell said notes either at one time or from time to time in the manner provided by law.

Section 10. It is hereby determined and declared that the average period of usefulness of said purposes, according to their reasonable lives, taking into consideration the respective amounts of bonds or notes authorized for said purposes, is a period of 12.05 years computed from the date of said bonds.

Section 11. It is hereby determined and stated that the Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the office of the Township Clerk of said Township, and that such statement so filed shows that the gross debt of said Township, as defined in Section 43 of the Local Bond Law, is increased by this ordinance by $2,119,000 and that the issuance of the bonds and notes authorized by this ordinance will be within all debt limitations prescribed by said Local Bond Law.

Section 12. Any funds received from private parties, the County of Union, the State of New Jersey or any of their agencies or any funds received from the United States of America or any of its agencies in aid of such purposes, shall be applied to the payment of the cost of such purposes, or, if bond anticipation notes have been issued, to the payment of the bond anticipation notes, and the amount of bonds authorized for such purposes shall be reduced accordingly.

Section 13. The capital budget is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency therewith and the resolutions promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, is on file with the Township Clerk and is available for public inspection.

Section 14. The Township intends to issue the bonds or notes to finance the cost of the improvements described in Sections 1 and 4 of this bond ordinance. If the Township incurs such costs prior to the issuance of the bonds or notes, the Township hereby states its reasonable expectation to reimburse itself for such expenditures with the proceeds of such bonds or notes in the maximum principal amount of bonds or notes authorized by this bond ordinance.

Section 15. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this ordinance. Said obligations shall be direct, unlimited and general obligations of the Township, and the Township shall levy ad valorem taxes upon all the taxable real property within the Township for the payment of the principal of and interest on such bonds and notes, without limitation as to rate or amount.

Section 16. This ordinance shall take effect twenty days after the first publication thereof after final passage.

INTRODUCTION: March 15, 2022
ADOPTION: April 12, 2022
FINAL PUBLICATION: April 21, 2022

Docusign Envelope ID: 0C4419B4-506A-4B6D-97D4-50596A7C8FBC

CAPITAL BUDGET (Current Year Action)
2025

Local Unit TOWNSHIP OF SCOTCH PLAINS

1 PROJECT TITLE	2 PROJECT NUMBER	3 ESTIMATED TOTAL COST	4 AMOUNTS RESERVED IN PRIOR YEARS	PLANNED FUNDING SERVICES FOR CURRENT YEAR - 2025					6 TO BE FUNDED IN FUTURE YEARS
				5a 2025 Budget Appropriations	5b Capital Improvement Fund	5c Capital Surplus	5d Grants in Aid and Other Funds	5e Debt Authorized	
Road & Sewer Improvements	ENG	3,416,521.00		20,000.00	142,500.00		1,880,606.00	1,373,415.00	
IT Upgrades	ADM	50,000.00			2,500.00			47,500.00	
Vehicles & Equipment	PFD	1,546,750.00			15,000.00			1,531,750.00	
Park Improvements & Acquisitions	REC	5,539,000.00		15,000.00	175,000.00		1,800,000.00	3,549,000.00	
Building & Land Improvements & Acquisitions	RED	4,250,000.00			250,000.00		1,000,000.00	3,000,000.00	
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TOTAL - THIS PAGE	XXXXX	14,802,271.00	-	35,000.00	585,000.00	-	4,680,606.00	9,501,665.00	-

TOWNSHIP OF SCOTCH PLAINS

ORDINANCE NO. 2025-7

ORDINANCE OF THE TOWNSHIP OF SCOTCH PLAINS, IN THE COUNTY OF UNION, NEW JERSEY AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION IN THE AMOUNT OF $320,000 FOR THE PREPARATION OF A STORMWATER SYSTEM MAP.

BE IT ORDAINED by the Township Council of the Township of Scotch Plains, in the County of Union, New Jersey, as follows:

Section 1. Pursuant to N.J.S.A. 40A:4-53, the sum of $320,000 is hereby appropriated for the preparation of a stormwater system map and shall be deemed a special emergency appropriation as defined and provided for in N.J.S.A. 40A:4-53 and 40A:4-55.

Section 2. The amount to finance the appropriation shall be provided for in succeeding annual budgets by the inclusion of at least 1/5 of the amount authorized, pursuant to N.J.S.A. 40A:4-55.

Section 3. A certified copy of this ordinance shall be filed with the Director of the Division of Local Government Services.

Section 4. This ordinance shall take effect at the time and in the manner provided by law.

INTRODUCTION: March 11, 2025
ADOPTION: April 29, 2025
FINAL PUBLICATION: May 8, 2025

FINANCE / ADMINISTRATION / OEM / DPW / ENGINEERING

OPRA

From: NJ21st Team <team@nj21st.com>
Sent: Thursday, July 17, 2025 10:59 AM
To: OPRA
Subject: OPRA Request

RECEIVED
JUL 17 2025
By 7/28

Dear Records Custodian,

Under the Open Public Records Act, please provide the following:

1. All capital improvement budget documents from 2016 to 2025 detailing projects related to:
   - Stormwater system repairs or upgrades
   - Culvert replacement or enhancement
   - Installation of detention basins
   - Drainage improvements tied to Green Brook or known flood zones

2. Records of FEMA mitigation grant applications or awards during this period, including any project descriptions or disbursement details. **No Responsive Record Exists**

3. Any DPW or engineering documentation about stormwater system assessments or upgrades since 2016.

Please send digital copies if available.

I certify the following: I HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States. I, or another person, WILL NOT use the requested government records for a commercial purpose. I AM NOT seeking records in connection with a legal proceeding

Sincerely,
John MIgueis
56 Kuntz Avenue
Berkeley Heights, NJ

https://nj21st.com/

FINANCE / ADMINISTRATION / OEM / DPW / ENGINEERING

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2. Records of FEMA mitigation grant applications or awards during this period, including any project descriptions or disbursement details.

3. Any DPW or engineering documentation about stormwater system assessments or upgrades since 2016. (DPW Does Not Have any documentation - Thanks Frank)

Please send digital copies if available.

I certify the following: I HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States. I, or another person, WILL NOT use the requested government records for a commercial purpose. I AM NOT seeking records in connection with a legal proceeding

Sincerely,
John Mlgueis
56 Kuntz Avenue
Berkeley Heights, NJ

https://nj21st.com/

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Sincerely,
John Mlgueis
56 Kuntz Avenue
Berkeley Heights, NJ

https://nj21st.com/

Stormwater Management

When it rains and when snow melts, some of the stormwater is absorbed into the ground as it flows over lawns and other open space. This process is known as groundwater infiltration. Stormwater also flows over roofs, streets and parking lots into a collection system of inlets, culverts and streams and ultimately flows directly into our rivers, lakes, streams and the ocean.

Increasing development has a great impact on runoff; more impervious surfaces (roads, rooftops, parking lots and other hard surfaces that do not allow stormwater to soak into the ground) increase the rate of stormwater runoff. Along the way, this "runoff" picks up contaminants such as fertilizers, soil and other sediment, pet waste, and vehicle wash-off, such as oil and toxic metals; all of which end up in the waters that we use for drinking, swimming, fishing, etc.

Stormwater runoff has been identified as the leading threat to the water quality in New Jersey. As development continues to increase, more contaminants find their way into our waterways, potentially impacting the quality of our drinking water. The NJDEP Municipal Stormwater Management Rules mandate municipalities to develop plans and implement certain pollution prevention measures to reduce the amount of pollutants entering our waterways.

Here you can find important information about how you, as a resident, can best facilitate proper stormwater flow.

1. Stormwater Pollution Prevention Plan (SPPP)
2. Municipal Stormwater Management Plan (MSWMP)
3. Stormwater Control Ordinance (SCO)
4. Pet Waste Ordinance
5. Wildlife Feeding Ordinance
6. Litter Control Ordinance
7. Improper Disposal of Waste Ordinance
8. Containerized Yard Waste/Yard Waste Collection Program Ordinance

9. Private Storm Drain Inlet Retrofitting Ordinance
10. Illicit Connection Ordinance
11. Tree Removal/Replacement Ordinance
12. Privately-Owned Salt Storage Ordinance
13. MS4 Outfall Pipe Map

Click on the links below to learn more about stormwater and get access to educational resources.

NJDEP| Clean Water NJ | Home

NJDEP| Stormwater | NJ Stormwater



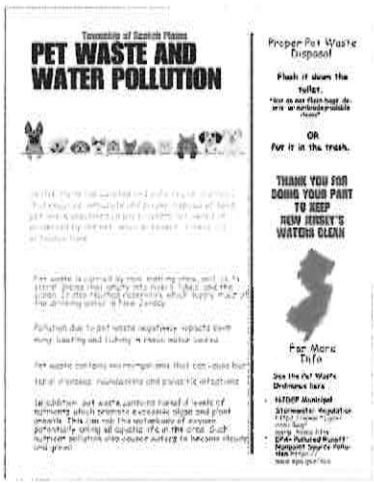
Stormwater Education Handout

Download Here



Stormwater Education Brochure

Download Here



Pet Waste Flyer

Download Here

Engineering Dept

Stormwater Management

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: 1711031
Facility Name: SCOTCH PLAINS TWP
Reporting Period: January 1, 2023 through December 31, 2023
NJPDES Permit #: NJG0149985
Activity ID: DST230001

Contacts

Name: David Atkinson
Title: Stormwater Program Coordinator
Contact Type: Stormwater Coordinator
Organization Name: SCOTCH PLAINS TWP
Organization Type: Municipal
E-Mail: datkinson@scotchplainsnj.com
Phone: (908) 322-6700 x302 (Work Phone Number)
Contact Address: 430 PARK AVE
Scotch Plains, New Jersey 07076

Uploaded Attachments

Attachment Name	Attachment Description	File Name
Supplemental Questionnaire	Supplemental Questionnaire for Scotch Plains	Supplemental_Questionnaire_Township of Scotch Plains_2023 (00454887xD43F8).PDF

Annual Report Details - Part A

Municipality Information

Team member responsible for completing the report:	David Atkinson, P.E.
Team member email address:	datkinson@scotchplainsnj.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:	04/01/2016
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:	07/20/2021
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:	04/02/2016
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:	07/21/2021
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:	07/20/2021
16. Ordinance Number(s):	2021-14
17. What is the current status of the adopted plan and ordinance?	
18. Are you reviewing projects as part of your site plan and sub-division 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 approve?	2

20. Does the municipal stormwater management plan contain a mitigation plan?	No
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)?	
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 requires operation and maintenance by private entity, with fines associated with non-compliance.
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 and Outreach

1. Has the municipality developed a Local Public Education Program?	Yes
2. Has the municipality conducted educational activities that total the minimum number of points required by the permit?	No

Storm Drain Inlet Labeling

1. Has the municipality established a storm drain inlet labeling program?	Yes
2. Indicate the percentage labeled to date:	100%

3. Other Amount:	
4. Is your municipality maintaining the labels (i.e. replacing and/or repainting)?	Yes

Community Wide Ordinances

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

1. Pet Waste Ordinance:	Yes
2. Date adopted:	09/12/2006
3. Litter Ordinance/State Litter Statute:	Litter Ordinance
4. Date adopted:	09/12/2006
5. Improper Disposal of Waste Ordinance:	Yes
6. Date adopted:	09/12/2006
7. Wildlife Feeding Ordinance:	Yes
8. Date adopted:	02/16/2005
9. Containerized Yard Waste Ordinance / Yard Waste Collection Program Ordinance:	Adopted Both
10. Date adopted:	09/12/2006
11. Illicit Connection Ordinance:	Yes
12. Date adopted:	09/12/2006
13. Refuse Container/Dumpster Ordinance:	Yes
14. Date adopted:	07/21/2009
15. Private Storm Drain Inlet Retrofitting Ordinance:	Yes
16. Date adopted:	07/21/2009
17. Status of these ordinances (if not adopted):	
18. Method(s) of enforcement (e.g., summons, warnings, additional signs, etc.):	Issue warnings and summonses. Signs placed in parks regarding pet wastes.
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:	12/21/2020
3. Number of outfall pipes that you operate in the municipality:	68
4. How many MS4 outfall pipes are mapped?	68

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?	14
3. Number of illicit connections detected during the past calendar year:	0
4. Number of illicit connections eliminated during the past calendar year:	0

Street Sweeping Program

1. In the past calendar year, were all required streets swept?	Yes
2. What was the total number of miles swept?	275

List the amount of materials collected for each month in 2023.

3. Units:	Tons
4. January:	55
5. February:	0
6. March:	60
7. April:	60
8. May:	45
9. June:	50
10. July:	40
11. August:	160
12. September:	50
13. October:	0
14. November:	0
15. December:	0
16. Total (Note: 1.053 cubic yards = 1 ton):	520
17. Explain the reason if reporting zero (0) for a month above:	Street sweeping does not occur during months of inclement weather or leaf collection.

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?	71

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?	N/A - no repairs needed
5. Describe repair(s) or if repairs have not yet been made, provide a schedule for the repair(s):	

Catch Basins

1. Total number of catch basins that the municipality operates:	2410
2. Total number of catch basins inspected:	725
3. Total number of catch basins cleaned:	100
4. Amount of materials removed from catch basins, in tons, during the past calendar year:	35
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?	N/A - no sand stored outdoors

Fueling Operations

1. Is the municipality implementing Best Management Practices for vehicle fueling and receiving of bulk fuel deliveries at maintenance yard operations in accordance with Attachment E of the permit?	Yes

Vehicle Maintenance

1. Is the municipality implementing Best Management Practices for vehicle maintenance and repair activities at maintenance yard operations in accordance with Attachment E of the permit?	Yes

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) in accordance with Attachment E of the permit?	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:	01/28/2009

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:	September 7, 2023

Report Details - Part F

Sharing of Responsibilities

Does the municipality share services with another entity to satisfy a permit requirement?	No

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.
- Your municipality has not conducted educational activities that total the minimum number of points required by the permit (between January 1, 2023 and December 31, 2023).

1. Did your municipality 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.)**	The Township will be updating their SPPP this year to comply with the latest format changes and to ensure compliance with the required number of educational activity points for the local public education and outreach section.

Certification

Certifier: David Atkinson
Certifier ID: DATKINSON1

Challenge/Response Question:	What is your dream car?
Challenge/Response Answer:	******
Certification PIN:	******
Date/Time of Certification:	05/01/2024 16:17

"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. NJG0149985 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.

David Atkinson	05/01/2024
General	**Date**

MS4 Tier A Permit Annual Report - Supplemental Questionnaire

Instructions for Saving and Submitting the

Tier A Permit Annual Report - Supplemental Questionnaire

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MS4 Tier A Permit Annual Report - Supplemental Questionnaire

General Information

A. Municipal Information

Submission Date: April 30, 2024	Reporting Year: 2023
Municipality: Township of Scotch Plains	County: Union County
Stormwater Coordinator: David Atkinson, P.E.	
Phone: 908-322-6700 ext. 302	Email: datkinson@scotchplainsnj.com

Public Involvement and Participation

Provide direct link for the following (not the general web address for the municipality website):

Current Stormwater Pollution Prevention Plan (SPPP): https://www.scotchplainsnj.gov/index.php/departments/engineering-department

Municipal Stormwater Management Plan: https://www.scotchplainsnj.gov/index.php/departments/engineering-department

Town's Stormwater Webpage: https://www.scotchplainsnj.gov/index.php/departments/engineering-department

Local Public Education and Outreach

Report the number of points obtained in each public education and outreach category:

General Public Outreach: 1

Watershed/Regional Collaboration: 0

Targeted Audiences Outreach: 3

Community Involvement Activities: 0

School/Youth Education and Activities: 0

Has the municipality advertised public education and outreach activities on the municipalities website?: (●) Yes ( ) No

Post Construction Stormwater Management

Note: This portion of the annual report should be completed by a person knowledgeable in post-construction stormwater management project review and approvals.

Name of person completing this section: David Atkinson, P.E.

Affiliation of person completing this section: Township Engineer

Please fill out the attached major development project list for all major developments approved in the last calendar year.

MS4 Tier A Permit Annual Report - Supplemental Questionnaire

Community Wide Ordinances

Does the municipality maintain a database to track all instances of community wide ordinance violations?:

(●) Yes ( ) No

Provide the web address for each ordinance and report the entity responsible for the enforcement of each ordinance as well as the number of warnings and violations issued for each in the past calendar year:

Pet Waste Ordinance https://ecode360.com/36412346
Entity: Police, BOH Warnings/Violations: 0

Wildlife Feeding Ordinance https://ecode360.com/3646804
Entity: Police Department Warnings/Violations: 0

Litter Control Ordinance https://ecode360.com/36452154
Entity: Police, Property Maint. Warnings/Violations: 0

Improper Disposal of Waste Ordinance https://ecode360.com/36467989
Entity: Police Department, Prop Warnings/Violations: 0

Privately-Owned Salt Storage Ordinance Township in process of incorporat
Entity: TBD Warnings/Violations: 0

Tree Removal-Replacement Ordinance Township in process of incorporatin
Entity: TBD Warnings/Violations: 0

Containerized Yard Waste/Yard Waste Collection Program Ordinance https://ecode360.com/3647(
Entity: Police Department, Prop Warnings/Violations: 0

Private Storm Drain Inlet Retrofitting Ordinance https://ecode360.com/36451755
Entity: Building Inspector Warnings/Violations: 0

Illicit Connection Ordinance https://ecode360.com/3645262
Entity: Police Department, Cod Warnings/Violations: 0

Stormwater Control Ordinance https://ecode360.com/3645
Entity: Code Enforcement Offic Warnings/Violations: 0

Municipal Maintenance Yard and Other Ancillary Operations

Does the municipality maintain a list of all materials and machinery located at each municipal maintenance yard and ancillary operation which could be a source of pollutants in a stormwater discharge?: (●) Yes ( ) No

Has the municipality implemented Best Management Practices as described in Part IV.F.5 for all applicable activities at each municipal maintenance yard and ancillary operation owned or operated by the municipality?: (●) Yes ( ) No

Does the municipality maintain an inspection log detailing conditions requiring attention and remedial actions taken at municipal maintenance yards and other ancillary operations?: (●) Yes ( ) No

Does the municipality have an underground vehicle wash water storage tank? ( ) Yes (●) No

MS4 Tier A Permit Annual Report - Supplemental Questionnaire

Employee Training

Does the municipality maintain records of employee training including sign in sheets, dates of training, and training agendas?: (●) Yes ( ) No

Does the municipality maintain a list of the names and dates of the Stormwater Permitting Coordinator's attendance to the mandatory SPC training? : (●) Yes ( ) No

Does the municipality maintain a list of the names and dates of the municipal board and governing body members that review and approve applications for development and redevelopment projects who have completed the "Asking the Right Questions in Stormwater Review" training tool?: (●) Yes ( ) No

Does the municipality maintain a list of the names and dates of individuals that review development and redevelopment projects for compliance with NJAC 7:8 on behalf of the municipality who have completed the Department approved stormwater management training once every 5 years?: (●) Yes ( ) No

Did the municipality maintain a list of the names and dates of individuals that have completed the mandatory Rule Amendment training?: ( ) Yes (●) No

MS4 Mapping

Have you completed your infrastructure map?: (●) Yes ( ) No

Does the municipality update their maps annually?: ( ) Yes (●) No

Does the municipality's map identify outfalls that do not discharge to surface waters?: (●) Yes ( ) No

Stormwater Facilities Maintenance

Does the municipality keep up to date stormwater facility maintenance logs and inspection records for stormwater facilities owned or operated by the municipality?: (●) Yes ( ) No

How does the municipality ensure adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality?:

All Applications utilizing stormwater facilities are required to submit a maintenance plan. Fines are given to private stormwater facility owners when non-compliant.

Does the municipality keep up-to-date stormwater facility maintenance logs and inspection records for stormwater facilities not owned or operated by the municipality?: ( ) Yes (●) No

MS4 Tier A Permit Annual Report - Supplemental

Total Maximum Daily Load (TMDL)

Has the municipality reviewed TMDL reports to identify those which are relevant to the municipality's water bodies?:
(●) Yes ( ) No

How many TMDLs were found to be applicable to the municipality?: 7 (6 Stream, 1 Lake)

How has the municipality used TMDL information to assist in the prioritization of stormwater facility maintenance?:
possible establishment of future local ordinances

Has the municipality updated its SPPP to include TMDL information?: ( ) Yes (●) No

Has the municipality incorporated any additional or optional measures? If so, please elaborate:
n/a

Stream Scouring

How many outfalls did the municipality inspect for stream scouring in the past calendar year?: 14

How many instances of stream scouring were found during those inspections?: 0

How many instances of stream scouring were remediated in the past calendar year?: 0

Were at least 20% of outfalls inspected for stream scouring this year?: (●) Yes ( ) No

Major Development Project List

Provide the following information for each approved development or redevelopment project that is regulated by the Tier A MS4 NJPDES Permit, and not exempted under N.J.A.C. 7:8-1.6(b).

Tier A Municipality: Township of Scotch Plains		NJPDES#: NJG 0149985			PI ID#: 214044		Calendar Year: 2023
Project Name / Date Complete Application Received	Block(s) / Lot(s)	5G3 Construction Stormwater Permit Auth.#	NJDEP Land Use Permit Required? (Y/N)	Total Area of Disturbance (acres)	Increase of Impervious > ¼ acre? (Y/N)	Variance or Exemption Granted As Per Part IV.B.4.h of the Tier A MS4 Permit	Design Reviewer(s)
LiDL Proposed Grocery Store #1537 July, 2022	803 1	pending	Y☐ N☑	5.54	Y☐ N☑	Y☐ N☑	Ferriero Engineering, Inc.
1805 Front Street (Amended Approval) 2021	1001 59.01, 60 & 61	pending	Y☐ N☑	1.46	Y☑ N☐	Y☐ N☑	Ferriero Engineering, Inc.
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	

Major Development Project List

Provide the following information for each approved development or redevelopment project that is regulated by the Tier A MS4 NJPDES Permit, and not exempted under N.J.A.C. 7:8-1.6(b).

Tier A Municipality: Township of Scotch Plains		NJPDES#: NJG_____			PI ID#: _____		Calendar Year: _____
Project Name / Date Complete Application Received	Block(s) / Lot(s)	5G3 Construction Stormwater Permit Auth.#	NJDEP Land Use Permit Required? (Y/N)	Total Area of Disturbance (acres)	Increase of Impervious > ¼ acre? (Y/N)	Variance or Exemption Granted As Per Part IV.B.4.h of the Tier A MS4 Permit	Design Reviewer(s)
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N	

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2017 MS4 Tier A Permit Annual Report - Supplemental Questionnaire

General Information

A. Municipal Information

Municipality: Township of Scotch Plains	County: Union
1. Has the municipality identified the stormwater team in the SPPP? (•) Yes ( ) No	
2. Municipal Population: 23,510 (2010 census)	3. Municipal Area (acres/sqm.): 9.05 square miles

B. Sharing of Responsibilities – Permit Section D1

1. If the municipality shares services, what requirement do the shared services satisfy?

- [ ] Public Notice
- [ ] Post-Construction Stormwater Management in New Development and Redevelopment
- [ ] Local Public Education
- [ ] Improper Disposal of Waste
- [ ] Illicit Connection Elimination and MS4 Outfall Pipe Mapping
- [ ] Solids and Floatable Controls
- [ ] Maintenance Yard Operations
- [ ] Employee Training
- [x] N/A, there are no shared services

Permit Implementation - Ordinances

A. Ordinances - Permit Sections F5 and F6

1. *Pet Waste Ordinance*
Entity responsible for enforcement: Police department, Heath Officer

2. *Litter Ordinance/State Litter Statute*
Entity responsible for enforcement: Police department, Code enforcement

3. *Improper Disposal of Waste Ordinance*
Entity responsible for enforcement: Police department, Code enforcement

4. *Wildlife Feeding Ordinance*
Entity responsible for enforcement: Police department, Other Municipal officials

5. *Containerized Yard Waste Ordinance/Collection Program*
Entity responsible for enforcement: Code enforcement

6. *Illicit Connection Ordinance*
Entity responsible for enforcement: Police department, Code enforcement

7. *Refuse Container/Dumpster Ordinance*
Entity responsible for enforcement: Health Officer

8. *Private Storm Drain Inlet Retrofitting Ordinance:*
Entity responsible for enforcement: Building inspector

9a. How many violations of these ordinances were enforced?
2
9b. Which of the above ordinances had the most violations?
Wildlife Feeding Ordinance

B. Illicit Connection Elimination Program – Permit Section F6

1. During the past calendar year, has the municipality identified any pipes or discharges with unknown owners entering the MS4? ◯ Yes ◉ No
2. If yes, how many?

C. Storm Drain Inlet Retrofitting – Permit Section F7b

Existing storm drain inlets are required to be retrofitted to meet the design standard (contained in Attachment C of the permit) when such inlets are owned or operated by the Tier A Municipality and are in direct contact with repaving, repairing (excluding repair of individual potholes), reconstruction, resurfacing (including top coating or chip sealing with asphalt emulsion or a thin base of hot bitumen), or alterations of facilities owned or operated by the Tier A Municipality. For exemptions to this standard, refer to "Exemptions" in Attachment C.

1. At the completion of the above projects, did all of the storm drain inlets meet this standard? ◉ Yes ◯ No

Permit Implementation - Inventory

A. MS4 Outfall Pipe Mapping – Permit Section F6

1. Which map format is used:
◉ Tax Map ◯ SIIA ◯ Electronic (e.g. AutoCAD, Micro Station, GIS) ◯ USGS Quadrangle ◯ Other

1a. If other, what is the format that the municipality uses?

2. Date of last revision: 4/1/2016

3. Is the map updated annually? ◯ Yes ◉ No

4. Has the municipality investigated its MS4 for previously unmapped outfalls? ◉ Yes ◯ No

4a. How many outfalls were found? 0

5. What percentage of mapped outfalls in the municipality have been visually inspected during the last calendar year?
30

6. Are the municipality's outfall pipes labelled in the field? ◯ Yes ◉ No

6a. If yes, do the labels match the alphanumeric code in the municipality's map? ◯ Yes ◯ No

7. Does the municipality's map identify outfalls that do not discharge to surface waters? ◯ Yes ◉ No

8. Does the municipality's map identify surface water body names? ◉ Yes ◯ No

9. Does the municipality's map identify streets? ◉ Yes ◯ No

10. Does the municipality's map identify blocks and lots? ◉ Yes ◯ No

11. Does the municipality's map identify MS4 conveyance systems (pipes, swales, ditches)? ◉ Yes ◯ No

12. Does the municipality's map identify other stormwater facilities? ◉ Yes ◯ No

12a. Please identify other stormwater facilities noted on the map (select as many as apply):

- ☐ Bioretention Systems
- ☐ Dry Wells
- ☐ Grass Swales
- ☐ Manufactured Treatment Devices (MTDs)
- ☐ Rooftop Vegetated Cover
- ☐ Vegetative Filters
- ☐ Retrofitted Storm Drain Inlets
- ☐ Constructed Stormwater Wetlands
- ☑ Extended Detention Basins
- ☐ Infiltration Basins
- ☐ Pervious Paving Systems
- ☐ Sand Filters
- ☐ Wet Ponds

13. Does the municipality's map identify areas with scour, erosion, and/or flooding and drainage control issues?
◯ Yes ◉ No

B. Storm Drain Inlet Labeling – Permit Section F4b

1. How many labels have been replaced or repainted during the past calendar year to ensure legibility?
   0

Permit Implementation - Inventory

A. Stormwater Facility Inspection and Maintenance – Permit Section F7c

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, riparian 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. Does the municipality's stormwater maintenance program include the following:

1a. An inventory of facilities? (•) Yes ( ) No
1b. An inspection schedule? ( ) Yes (•) No
1c. A maintenance schedule? ( ) Yes (•) No
1d. An inspection log noting when inspections were conducted? (•) Yes ( ) No
1e. A maintenance log noting any maintenance performed on individual facilities? (•) Yes ( ) No

2. Does the municipality inspect stormwater facilities that are not owned by the municipality? ( ) Yes (•) No
2a. Does the municipality review maintenance logs for stormwater facilities that are not owned by the municipality?
( ) Yes (•) No

3. During the past calendar year, how many stormwater facilities (excluding catch basins) were repaired?
   0

4. During the past calendar year, how many stormwater facilities (excluding catch basins) were cleaned?
   0

B. Stormwater Facility Inspection and Maintenance – Permit Section F7c

1. Does the municipality have a stormwater outfall pipe scouring detection, remediation, and maintenance program?
(•) Yes ( ) No
2. How many instances of scour has the municipality found during the past calendar year?
   10

Permit Implementation - Inventory

A. De-icing Material and Sand Storage – Permit Section F8a

1. What type of de-icing material does the municipality use (select as many as appropriate)?

- [x] Sodium Chloride
- [x] Calcium Chloride
- [ ] Potassium Acetate
- [ ] Brine Solution
- [ ] Unknown
- [ ] Other (if other, please specify):

B. Equipment and Vehicle Washing – Permit Section F8b

1. Does the municipality utilize an underground storage tank for managing vehicle wash wastewater? ( ) Yes (•) No

2. Which of the following options does the municipality use to manage vehicle wash wastewater? (select all that apply)

- ☐ Vehicle wash reclaim system
- ☐ Capture and haul system
- ☑ Discharge to sanitary sewer
- ☐ Discharge to groundwater
- ☐ Washed off site
- ☐ Do not wash vehicles

Permit Implementation – Stormwater Management – Permit Section F3

Note: This portion of the annual report should be completed by a person knowledgeable in post-construction stormwater management project review and approvals.

1. Name of person completing this section: Matthew DeSimone
2. Title of person completing this section: Assistant Township Engineer

A. Municipal Stormwater Management Plan (Plan)

1. Most recent date of re-examination of municipal master plan: 2006
2. Does the plan identify and address water bodies of concern (listed on Impaired Water Bodies List, TMDL, high quality water, existing erosion)? ◯ Yes ◉ No
3. Does the plan identify and address areas of inadequate drainage? ◯ Yes ◉ No
4. Does the plan include programs or BMPs and associated timeframes specifically addressing these impairments or pollutants? ◯ Yes ◉ No
5. Does the plan identify how to incorporate future development pressures on the existing stormwater management infrastructure? ◯ Yes ◉ No
6. Are mitigation projects listed in the municipality's mitigation plan? ◉ Yes ◯ No ◯ No mitigation plan

B. Stormwater Control Ordinance

1. What is the ordinance's definition of major development?

   "Major development shall mean 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."

   16-20.2 Definitions.
   Per Scotch Plains Township CHAPTER XVI* FLOOD DAMAGE PREVENTION AND STORMWATER MANAGEMENT

2. Has the municipality adopted a new stormwater control ordinance during the past year? ◯ Yes ◉ No
3. If yes, did the municipality send the adopted municipal stormwater control ordinance to the appropriate county review agency for approval? ◯ Yes ◯ No

C. Review of Major Development for Stormwater Management

1. Did the municipality have any agricultural development projects that were granted exemptions under the Right to Farm Act? ◯ Yes ◉ No
2. Do any municipal ordinances promote the use of nonstructural strategies? ◯ Yes ◉ No ◯ Unknown
3. Does the municipality hold pre-application meetings to discuss incorporation of nonstructural strategies for individual projects? ◉ Yes ◯ No
4. Does the municipality allow infiltration BMPs to infiltrate during the 2, 10, or 100 year storm events for quantity control? ◉ Yes ◯ No
5. Does the municipality conduct municipal inspections of sites both during and after the construction is completed to ensure that BMPs function as designed? ◯ Yes ◉ No

D. Inventory and Maintenance

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. Did the municipality update its map and inventory to include newly approved projects constructed within the last calendar year? ◯ Yes ◉ No

2. How many infiltration BMPs were approved during the past calendar year? 2

3. How many subsurface infiltration basins have been constructed during the past calendar year? 0

3a. How many of these subsurface infiltration basins were inspected during construction in the past calendar year?

3b. Did the final inspection include the following? Mark all that apply:

- ☐ Permeability test
- ☐ Visual inspection
- ☐ Check for drain down time
- ☐ Unknown

4. Select the methods the municipality uses to ensure that stormwater facilities that are **not owned** by the municipality will be properly maintained:

- ☐ Maintained by municipality
- ☐ Inspections
- ☑ Homeowners associations
- ☐ Shared services
- ☐ Fees
- ☐ Surety bonds
- ☑ Other

4a. If other, what are the methods for ensuring stormwater facilities are maintained? Property owners

5. In the past calendar year, has the municipality reviewed and approved any major residential developments that place an individual property owner as the responsible entity for the maintenance of any stormwater management facility(ies) that receive drainage from multiple parcels? ◉ Yes ◯ No

E. Stormwater Management Training

1. Have any of the current members of the planning or zoning board taken any NJDEP provided training for board members on the Stormwater Management rules? ◯ Yes ◯ No ◉ Unknown

2. Have the municipality's inspector(s) for stormwater management taken any of the following classes:

2a. Stormwater Management and BMPs for Engineers through Rutgers University or NJDEP : ◯ Yes ◉ No ◯ Unknown

2b. Municipal Engineering Construction Inspection Program, Part 1 through Rutgers University: ◯ Yes ◉ No ◯ Unknown

2c. Municipal Engineering Construction Inspection Program, Part 2 through Rutgers University: ◯ Yes ◉ No ◯ Unknown

2d. Soils & Site Evaluation for Septic Disposal Systems & Stormwater BMPs through Rutgers University:
◯ Yes ◉ No ◯ Unknown

2e. Other stormwater training classes:

3. How many construction inspectors for stormwater management does the municipality have? 1

4. How many operation and maintenance inspectors for stormwater management does the municipality have? 0

5. How many plan reviewers for stormwater management does the municipality have? 1 Zoning Board, 1 PlanningBoard

6. How many municipal engineers/stormwater plan reviewers have taken the NJDEP Stormwater Management and BMP Manual course offered through Rutgers University or NJDEP? 0

Education

A. Annual Employee Training – Permit Section F9

1. Is the municipality maintaining a record of the dates on which employees have received training? (●) Yes ( ) No
2. Type of training media on those dates: [✔] Video [ ] Mentoring [ ] Vendor Training

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2022 MS4 Tier A Permit Annual Report - Supplemental Questionnaire

General Information

A. Municipal Information

Municipality: Township of Scotch Plains	County: Union County
Stormwater Coordinator: David Atkinson	
Phone: 908-322-6700 ext. 302	Email: datkinson@scotchplainsnj.com

Public Involvement and Participation

Provide a web address for each of the following:

Current Stormwater Pollution Prevention Plan (SPPP): https://www.scotchplainsnj.gov/index.php/departments/engineering-department

Municipal Stormwater Management Plan: https://www.scotchplainsnj.gov/index.php/departments/engineering-department

Local Public Education and Outreach

Report the number of points obtained in each public education and outreach category:

General Public Outreach: 1

Watershed/Regional Collaboration:

Targeted Audiences Outreach: 3

Community Involvement Activities:

School/Youth Education and Activities:

Has the municipality advertised public education and outreach activities on the municipalities website?: (•) Yes ( ) No

Post Construction Stormwater Management

Note: This portion of the annual report should be completed by a person knowledgeable in post-construction stormwater management project review and approvals.

Name of person completing this section: David Atkinson
Affiliation of person completing this section: Township Engineer

Please fill out the attached major development project list for all major developments approved in the last calendar year.

Community Wide Ordinances

Does the municipality maintain a database to track all instances of community wide ordinance violations?:
(•) Yes ( ) No

Provide the web address for each ordinance and report the entity responsible for the enforcement of each ordinance as well as the number of warnings and violations issued for each in the past calendar year:

Pet Waste Ordinance https://ecode360.com/36412346
Entity: Police Department, Board of Health — Warnings/Violations: 0

Wildlife Feeding Ordinance https://ecode360.com/36468041
Entity: Police Department — Warnings/Violations: 0

Litter Control Ordinance https://ecode360.com/36452154
Entity: Police Department, Property Maintenance — Warnings/Violations: 0

Improper Disposal of Waste Ordinance https://ecode360.com/36467989
Entity: Police Department, Property Maintenance — Warnings/Violations: 0

Containerized Yard Waste/Yard Waste Collection Program Ordinance
Entity: Police department, Property Maintenance Warnings/Violations: 0
Private Storm Drain Inlet Retrofitting Ordinance https://ecode360.com/36451755
Entity: Building Inspector Warnings/Violations: 0
Illicit Connection Ordinance https://ecode360.com/36452625
Entity: Police department, Code Inforcement Officer Warnings/Violations: 0
Stormwater Control Ordinance https://ecode360.com/36452403
Entity: Code Enforcement Officer Warnings/Violations: 0

Municipal Maintenance Yard and Other Ancillary Operations

Does the municipality maintain a list of all materials and machinery located at each municipal maintenance yard and ancillary operation which could be a source of pollutants in a stormwater discharge?: (•) Yes ( ) No

Has the municipality implemented Best Management Practices as described in Attachment E for all applicable activities at each municipal maintenance yard and ancillary operation owned or operated by the municipality?: (•) Yes ( ) No

Does the municipality maintain an inspection log detailing conditions requiring attention and remedial actions taken at municipal maintenance yards and other ancillary operations?: (•) Yes ( ) No

Does the municipality have an underground vehicle wash water storage tank? ( ) Yes (•) No

Employee Training

Does the municipality maintain records of employee training including sign in sheets, dates of training, and training agendas?: (•) Yes ( ) No

Does the municipality maintain a list of the names and dates of the municipal board and governing body members that review and approve applications for development and redevelopment projects who have completed the "Asking the Right Questions in Stormwater Review" training tool?: (•) Yes ( ) No

Does the municipality maintain a list of the names and dates of individuals that review development and redevelopment projects for compliance with NJAC 7:8 on behalf of the municipality who have completed the Department approved stormwater management training once every 5 years?: (•) Yes ( ) No

Outfall Pipe Mapping

Check the box(es) for the components included on the municipality's outfall pipe map in addition to MS4 outfalls and surface water bodies:

- [ ] Conveyances (Pipes,Swales, Ditches)
- [ ] Culverts
- [x] Block and Lots
- [ ] Green Infrastructure
- [ ] Manufactured Treatment Devices
- [ ] Stormwater Management Basins
- [ ] Storm Drain Inlets
- [x] Streets/Roadways
- [ ] Subsurface Infiltration/Detention Basins

Has the municipality included the outfall pipe map in the SPPP?: (•) Yes ( ) No

Does the municipality update the outfall pipe map annually?: ( ) Yes (•) No

Does the municipality's map identify outfalls that do not discharge to surface waters?: (•) Yes ( ) No

Stream Scouring

How many outfalls did the municipality inspect for stream scouring in the past calendar year?: 68

How many instances of stream scouring were found during those inspections?: 0

How many instances of stream scouring were remediated in the past calendar year?: 0

Stormwater Facilities Maintenance

Does the municipality keep up to date stormwater facility maintenance logs and inspection records for stormwater facilities owned or operated by the municipality?: (•) Yes ( ) No

How does the municipality ensure adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality?:

All Applications utilizing stormwater facilities are required to submit a maintenance plan. Fines are given to private stormwater facility owners when non-compliant.

Does the municipality keep up to date stormwater facility maintenance logs and inspection records for stormwater facilities not owned or operated by the municipality?: ( ) Yes (•) No

Total Maximum Daily Load (TMDL)

Has the municipality reviewed TMDL reports to identify those which are relevant to the municipality's water bodies?: (•) Yes ( ) No

How many TMDLs were found to be applicable to the municipality?: 7 (6 Stream, 1 Lake)

How has the municipality used TMDL information to assist in the prioritization of stormwater facility maintenance?:

possible establishment of future local ordinances

Has the municipality updated its SPPP to include TMDL information?: ( ) Yes (•) No

Has the municipality incorporated any additional or optional measures? If so, please elaborate:

n/a

Major Development Project List

Provide the following information for each approved development or redevelopment project that is regulated by the Tier A MS4 NJPDES Permit, and not exempted under N.J.A.C. 7:8-1.6(b).

Tier A Municipality: Township of Scotch Plains		NJPDES#: NJG 0149985			PI ID#: 214044		Calendar Year: 2022
Project Name / Date Complete Application Received	Block(s) / Lot(s)	5G3 Construction Stormwater Permit Auth.#	NJDEP Land Use Permit Required? (Y/N)	Total Area of Disturbance (acres)	Increase of Impervious > ¼ acre? (Y/N)	Variance or Exemption Granted As Per Part IV.B.4.h of the Tier A MS4 Permit	Design Reviewer(s)
1340-1380 Martine Avenue (YMCA)	11905/ 13,15.01,16,and17	pending	Y☑ N☐	2.13	Y☑ N☐	Y☐ N☑	Zoning Board of Adjustment Ferriero Engineering/Neglia Group
1814, 1820 & 1830 Raritan Road (Capital Senior Housing)	13901/ 4,5,and6	pending	Y☐ N☑	2.959	Y☑ N☐	Y☐ N☑	Zoning Board of Adjustment Ferriero Engineering/Neglia Group
475 Terrill Road (Quick Chek)	204 5	pending	Y☑ N☐	1.96	Y☐ N☑	Y☐ N☑	Planning Board Ferriero Engineering
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	

Major Development Project List

Provide the following information for each approved development or redevelopment project that is regulated by the Tier A MS4 NJPDES Permit, and not exempted under N.J.A.C. 7:8-1.6(b).

Tier A Municipality: Township of Scotch Plains		NJPDES#: NJG 0149985			PI ID#: 214044		Calendar Year: 2022
Project Name / Date Complete Application Received	Block(s) / Lot(s)	5G3 Construction Stormwater Permit Auth.#	NJDEP Land Use Permit Required? (Y/N)	Total Area of Disturbance (acres)	Increase of Impervious > ¼ acre? (Y/N)	Variance or Exemption Granted As Per Part IV.B.4.h of the Tier A MS4 Permit	Design Reviewer(s)
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	

This Supplemental Questionnaire must be attached to your Annual Report to be considered complete. If you experience any difficulty in this process, please contact your municipal case manager at 609-633-7021.

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2. The completed and saved Questionnaire must then be uploaded as an attachment, in Part 7, to your Annual Report before the Annual Report is submitted to the Department.
3. To access the Annual Report, open the link to "NJDEP Online Portal" at http://www.nj.gov/dep/dwq/tier_a.htm. In Part 7, you will be asked to complete information regarding the file(s) to be uploaded. Navigate to your saved Questionnaire and then hit the "Upload" button in the lower right section of Part 7. The Annual Report will indicate if the Questionnaire was successfully uploaded. Then click on the "Continue" button and proceed with finalizing your Annual Report.

Instructions for Saving and Submitting the

2021 MS4 Tier A Permit Annual Report - Supplemental Questionnaire

1. Once opened, please save the Questionnaire to your computer, using the "Save As" function. This can be done by going to FILE > then Save As… or Shift + Ctrl + S. Name the document Supplemental_Questionnaire_*TOWN NAME*
2. Complete the Questionnaire.
3. Once you have completed the Questionnaire, use the "Save" function to save your answers to the Questionnaire to your computer . This can be done by going to FILE > then Save or Ctrl + S.
4. The completed and saved Questionnaire must then be uploaded as an attachment, in Part 7, to your Annual Report before the Annual Report is submitted to the Department.
5. To access the Annual Report, open the link to "NJDEP Online Portal" at http://www.nj.gov/dep/dwq/tier_a.htm. In Part 7, you will be asked to complete information regarding the file(s) to be uploaded. Navigate to your saved Questionnaire and then hit the "Upload" button in the lower right section of Part 7. The Annual Report will indicate if the Questionnaire was successfully uploaded. Then click on the "Continue" button and proceed with finalizing your Annual Report.

Your Annual Report will be considered incomplete if the Supplemental Questionnaire is not attached. If you experience any difficulty in this process, please contact your municipal case manager at 609-633-7021.

Please note that use of Adobe Acrobat Reader DC is recommended. This free software is available for download at http://get.adobe.com/reader/ . If you have an earlier version of Adobe Reader, please go to the Adobe website at http://tv.adobe.com/watch/acrobat-x-tips-tricks/quick-tip-how-to-save-form-data-in-adobe-reader/ for detailed instructions on how to save your completed Questionnaire.

2021 MS4 Tier A Permit Annual Report - Supplemental Questionnaire

General Information

A. Municipal Information

Municipality: Township of Scotch Plains	County: Union
Stormwater Coordinator: Joseph Venezia	
Phone: 908-322-6700	Email: joseph.venezia@colliersengineering.com

Public Involvement and Participation

Provide a web address for each of the following:

Current Stormwater Pollution Prevention Plan (SPPP): https://drive.google.com/file/d/14NfhFlzru-icXQEBliDzCYZ15OBapItP/view

Municipal Stormwater Management Plan: https://drive.google.com/file/d/1vItAMTeYcsOOs2JvY4oFxErJOuz9_9xb/view

Local Public Education and Outreach

Report the number of points obtained in each public education and outreach category:

General Public Outreach: 3

Watershed/Regional Collaboration:

Targeted Audiences Outreach: 3

Community Involvement Activities:

School/Youth Education and Activities:

Has the municipality advertised public education and outreach activities on the municipalities website?: (●) Yes ( ) No

Post Construction Stormwater Management

Note: This portion of the annual report should be completed by a person knowledgeable in post-construction stormwater management project review and approvals.

Name of person completing this section: Joseph Venezia
Affiliation of person completing this section: Township Engineer

Please fill out the attached major development project list for all major developments approved in the last calendar year.

Community Wide Ordinances

Does the municipality maintain a database to track all instances of community wide ordinance violations?:
(●) Yes ( ) No

Provide the web address for each ordinance and report the entity responsible for the enforcement of each ordinance as well as the number of warnings and violations issued for each in the past calendar year:

Pet Waste Ordinance https://ecode360.com/36412346
Entity: Police Department, Board of Health — Warnings/Violations: 3

Wildlife Feeding Ordinance https://ecode360.com/36468041
Entity: Police Department — Warnings/Violations: 0

Litter Control Ordinance https://ecode360.com/36452154
Entity: Police Department, Property Maintenance — Warnings/Violations: 5

Improper Disposal of Waste Ordinance https://ecode360.com/36467989
Entity: Police Department, Property Maintenance — Warnings/Violations: 0

Containerized Yard Waste/Yard Waste Collection Program Ordinance
Entity: Police Department, Property Maintenance Warnings/Violations: 0
Private Storm Drain Inlet Retrofitting Ordinance https://ecode360.com/36451755
Entity: Building Inspector Warnings/Violations: 0
Illicit Connection Ordinance https://ecode360.com/36452625
Entity: Police Department and/or code enforcement officer Warnings/Violations: 0
Stormwater Control Ordinance https://ecode360.com/36452402
Entity: Code Enforcement Warnings/Violations: 0

Municipal Maintenance Yard and Other Ancillary Operations

Does the municipality maintain a list of all materials and machinery located at each municipal maintenance yard and ancillary operation which could be a source of pollutants in a stormwater discharge?: (•) Yes ( ) No

Has the municipality implemented Best Management Practices as described in Attachment E for all applicable activities at each municipal maintenance yard and ancillary operation owned or operated by the municipality?: (•) Yes ( ) No

Does the municipality maintain an inspection log detailing conditions requiring attention and remedial actions taken at municipal maintenance yards and other ancillary operations?: (•) Yes ( ) No

Does the municipality have an underground vehicle wash water storage tank? ( ) Yes (•) No

Employee Training

Does the municipality maintain records of employee training including sign in sheets, dates of training, and training agendas?: (•) Yes ( ) No

Does the municipality maintain a list of the names and dates of the municipal board and governing body members that review and approve applications for development and redevelopment projects who have completed the "Asking the Right Questions in Stormwater Review" training tool?: (•) Yes ( ) No

Does the municipality maintain a list of the names and dates of individuals that review development and redevelopment projects for compliance with NJAC 7:8 on behalf of the municipality who have completed the Department approved stormwater management training once every 5 years?: (•) Yes ( ) No

Outfall Pipe Mapping

Check the box(es) for the components included on the municipality's outfall pipe map in addition to MS4 outfalls and surface water bodies:

- [ ] Conveyances (Pipes,Swales, Ditches)
- [ ] Culverts
- [ ] Block and Lots
- [ ] Green Infrastructure
- [ ] Manufactured Treatment Devices
- [ ] Stormwater Management Basins
- [ ] Storm Drain Inlets
- [x] Streets/Roadways
- [ ] Subsurface Infiltration/Detention Basins

Has the municipality included the outfall pipe map in the SPPP?: (•) Yes ( ) No

Does the municipality update the outfall pipe map annually?: (•) Yes ( ) No

Does the municipality's map identify outfalls that do not discharge to surface waters?: (•) Yes ( ) No

Stream Scouring

How many outfalls did the municipality inspect for stream scouring in the past calendar year?: 50

How many instances of stream scouring were found during those inspections?: 0

How many instances of stream scouring were remediated in the past calendar year?: 0

Stormwater Facilities Maintenance

Does the municipality keep up to date stormwater facility maintenance logs and inspection records for stormwater facilities owned or operated by the municipality?: (•) Yes ( ) No

How does the municipality ensure adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality?:

All Applications utilizing stormwater facilities are required to submit a maintenance plan. Fines are given to private stormwater facility owners when non-compliant.

Does the municipality keep up to date stormwater facility maintenance logs and inspection records for stormwater facilities not owned or operated by the municipality?: ( ) Yes (•) No

Total Maximum Daily Load (TMDL)

Has the municipality reviewed TMDL reports to identify those which are relevant to the municipality's water bodies?: (•) Yes ( ) No

How many TMDLs were found to be applicable to the municipality?: 7 (6 stream and 1 lake)

How has the municipality used TMDL information to assist in the prioritization of stormwater facility maintenance?:

Township continues to monitor outfalls for illicit connections for TMDL related to Fecal Coliform

Has the municipality updated its SPPP to include TMDL information?: ( ) Yes (•) No

Has the municipality incorporated any additional or optional measures? If so, please elaborate:

NA

Major Development Project List

Provide the following information for each approved development or redevelopment project that is regulated by the Tier A MS4 NJPDES Permit, and not exempted under N.J.A.C. 7:8-1.6(b).

Tier A Municipality: Township of Scotch Plains		NJPDES#: NJG 0152421			PI ID#: 214267		Calendar Year: 2021
Project Name / Date Complete Application Received	Block(s) / Lot(s)	5G3 Construction Stormwater Permit Auth.#	NJDEP Land Use Permit Required? (Y/N)	Total Area of Disturbance (acres)	Increase of Impervious > ¼ acre? (Y/N)	Variance or Exemption Granted As Per Part IV.B.4.h of the Tier A MS4 Permit	Design Reviewer(s)
725-735 Jerusalem Road Inc. July, 2022	B 6201 Lots 13 14.01 & 16.02	pending	Y☑ N☐	2.61	Y☑ N☐	Y☐ N☑	Ferriero Engineering, Inc.
1805 Front Street (Amended Approval) 2021	1001 59.01, 60 & 61	pending	Y☐ N☐	1.46	Y☐ N☐	Y☐ N☐	Ferriero Engineering, Inc.
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	

Major Development Project List

Provide the following information for each approved development or redevelopment project that is regulated by the Tier A MS4 NJPDES Permit, and not exempted under N.J.A.C. 7:8-1.6(b).

Tier A Municipality: Township of Scotch Plains		NJPDES#: NJG 0152421			PI ID#: 214267		Calendar Year: 2021
Project Name / Date Complete Application Received	Block(s) / Lot(s)	5G3 Construction Stormwater Permit Auth.#	NJDEP Land Use Permit Required? (Y/N)	Total Area of Disturbance (acres)	Increase of Impervious > ¼ acre? (Y/N)	Variance or Exemption Granted As Per Part IV.B.4.h of the Tier A MS4 Permit	Design Reviewer(s)
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	

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Instructions for Saving and Submitting the

2018 MS4 Tier A Permit Annual Report - Supplemental Questionnaire

1. Once opened, please save the Questionnaire to your computer, using the "Save As" function. This can be done by going to FILE > then Save As… or Shift + Ctrl + S. Name the document Supplemental_Questionnaire_*TOWN NAME*
2. Complete the Questionnaire.
3. Once you have completed the Questionnaire, use the "Save" function to save your answers to the Questionnaire to your computer . This can be done by going to FILE > then Save or Ctrl + S.
4. The completed and saved Questionnaire must then be uploaded as an attachment, in Part 7, to your Annual Report before the Annual Report is submitted to the Department.
5. To access the Annual Report, open the link to "NJDEP Online Portal" at http://www.nj.gov/dep/dwq/tier_a.htm. In Part 7, you will be asked to complete information regarding the file(s) to be uploaded. Navigate to your saved Questionnaire and then hit the "Upload" button in the lower right section of Part 7. The Annual Report will indicate if the Questionnaire was successfully uploaded. Then click on the "Continue" button and proceed with finalizing your Annual Report.

Your Annual Report will be considered incomplete if the Supplemental Questionnaire is not attached. If you experience any difficulty in this process, please contact your municipal case manager at 609-633-7021.

Please note that use of Adobe Acrobat Reader DC is recommended. This free software is available for download at http://get.adobe.com/reader/ . If you have an earlier version of Adobe Reader, please go to the Adobe website at http://tv.adobe.com/watch/acrobat-x-tips-tricks/quick-tip-how-to-save-form-data-in-adobe-reader/ for detailed instructions on how to save your completed Questionnaire.

2018 MS4 Tier A Permit Annual Report - Supplemental Questionnaire

General Information

A. Municipal Information

Municipality: Township of Scotch Plains	County: Union
Stormwater Coordinator: Robert Lynes	
Phone: 9083226700	Email: robert.lynes@mottmac.com

Public Involvement and Participation

Provide a web address for each of the following:

Current Stormwater Pollution Prevention Plan (SPPP): https://www.scotchplainsnj.gov/departments/engineering/

Municipal Stormwater Management Plan: https://www.scotchplainsnj.gov/departments/engineering/

Local Public Education and Outreach

Report the number of points obtained in each public education and outreach category:

General Public Outreach: 3

Targeted Audiences Outreach: 3

School/Youth Education and Activities: 1

Watershed/Regional Collaboration:

Community Involvement Activities:

Has the municipality advertised public education and outreach activities on the municipalities website?: ○ Yes ◉ No

Post Construction Stormwater Management

Note: This portion of the annual report should be completed by a person knowledgeable in post-construction stormwater management project review and approvals.

Name of person completing this section: Matthew DeSimone
Affiliation of person completing this section: Assistant Township Engineer

Please fill out the attached major development project list for all major developments approved in the last calendar year.

Community Wide Ordinances

Does the municipality maintain a database to track all instances of community wide ordinance violations?:
◉ Yes ○ No

Provide the web address for each ordinance and report the entity responsible for the enforcement of each ordinance as well as the number of warnings and violations issued for each in the past calendar year:

Pet Waste Ordinance https://clerkshq.com/Content/ScotchPlains-nj/books/code/scotchc05.htm
Entity: Police department, Board of Health Warnings/Violations: Fine - NTE $100.00

Wildlife Feeding Ordinance https://clerkshq.com/Content/ScotchPlains-nj/books/code/scotchc24.htm
Entity: Police department Warnings/Violations: $100 Fine - 1st offense, $300 3rd

Litter Control Ordinance https://clerkshq.com/Content/ScotchPlains-nj/books/code/scotchc27.htm
Entity: Police department, Propety Maintenance Warnings/Violations: $50, $200-$1000,

Improper Disposal of Waste Ordinance https://clerkshq.com/Content/ScotchPlains-nj/books/code/scotchc27.htm
Entity: Police department, Propety Maintenance Warnings/Violations: $50, $200-$1000,

Containerized Yard Waste/Yard Waste Collection Program Ordinance https://clerkshq.com/Content/ScotchPlains-nj/books/code/scotchc27.htm
Entity: Police department, Propety Maintenance Warnings/Violations: $50, $200-$1000,
Private Storm Drain Inlet Retrofitting Ordinance https://clerkshq.com/Content/ScotchPlains-nj/books/code/scotchc08.h
Entity: Building Inspector Warnings/Violations: $25/drain
Illicit Connection Ordinance https://clerkshq.com/Content/ScotchPlains-nj/books/code/scotchc16.htm
Entity: Police department and/or code enforcement officer Warnings/Violations: $500
Stormwater Control Ordinance https://clerkshq.com/Content/ScotchPlains-nj/books/code/scotchc16.htm
Entity: Code Enforcement Warnings/Violations: $500

Municipal Maintenance Yard and Other Ancillary Operations

Does the municipality maintain a list of all materials and machinery located at each municipal maintenance yard and ancillary operation which could be a source of pollutants in a stormwater discharge?: (•) Yes ( ) No

Has the municipality implemented Best Management Practices as described in Attachment E for all applicable activities at each municipal maintenance yard and ancillary operation owned or operated by the municipality?: (•) Yes ( ) No

Does the municipality maintain an inspection log detailing conditions requiring attention and remedial actions taken at municipal maintenance yards and other ancillary operations?: (•) Yes ( ) No

Does the municipality have an underground vehicle wash water storage tank? ( ) Yes (•) No

Employee Training

Does the municipality maintain records of employee training including sign in sheets, dates of training, and training agendas?: (•) Yes ( ) No

Does the municipality maintain a list of the names and dates of the municipal board and governing body members that review and approve applications for development and redevelopment projects who have completed the "Asking the Right Questions in Stormwater Review" training tool?: (•) Yes ( ) No

Does the municipality maintain a list of the names and dates of individuals that review development and redevelopment projects for compliance with NJAC 7:8 on behalf of the municipality who have completed the Department approved stormwater management training once every 5 years?: (•) Yes ( ) No

Outfall Pipe Mapping

Check the box(es) for the components included on the municipality's outfall pipe map in addition to MS4 outfalls and surface water bodies:

- [ ] Conveyances (Pipes,Swales, Ditches)
- [ ] Culverts
- [ ] Block and Lots
- [ ] Green Infrastructure
- [ ] Manufactured Treatment Devices
- [ ] Stormwater Management Basins
- [ ] Storm Drain Inlets
- [ ] Streets/Roadways
- [ ] Subsurface Infiltration/Detention Basins

Has the municipality included the outfall pipe map in the SPPP?: (•) Yes ( ) No

Does the municipality update the outfall pipe map annually?: (•) Yes ( ) No

Does the municipality's map identify outfalls that do not discharge to surface waters?: (•) Yes ( ) No

Stream Scouring

How many outfalls did the municipality inspect for stream scouring in the past calendar year?: 5

How many instances of stream scouring were found during those inspections?: 1

How many instances of stream scouring were remediated in the past calendar year?: 1

Stormwater Facilities Maintenance

Does the municipality keep up to date stormwater facility maintenance logs and inspection records for stormwater facilities owned or operated by the municipality?: (•) Yes ( ) No

How does the municipality ensure adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality?:

Maintenance plans are required to be included as part of submissions.

Does the municipality keep up to date stormwater facility maintenance logs and inspection records for stormwater facilities not owned or operated by the municipality?: ( ) Yes (•) No

Total Maximum Daily Load (TMDL)

Has the municipality reviewed TMDL reports to identify those which are relevant to the municipality's water bodies?: (•) Yes ( ) No

How many TMDLs were found to be applicable to the municipality?: 7 (6 stream and 1 lake)

How has the municipality used TMDL information to assist in the prioritization of stormwater facility maintenance?:

n/a

Has the municipality updated its SPPP to include TMDL information?: (•) Yes ( ) No

Has the municipality incorporated any additional or optional measures? If so, please elaborate:

n/a

Major Development Project List

Provide the following information for each approved development or redevelopment project that is regulated by the Tier A MS4 NJPDES Permit, and not exempted under N.J.A.C. 7:8-1.6(b).

Tier A Municipality: Township of Scotch Plains		NJPDES#: NJG NJG0149985			PI ID#: 214044		Calendar Year: 2018
Project Name	Block(s) / Lot(s)	5G3 Construction Stormwater Permit Auth.#	NJDEP Land Use Permit Required? (Y/N)	Total Area of Disturbance (acres)	Increase of Impervious > ¼ acre? (Y/N)	Variance or Exemption Granted As Per Part IV.B.4.h of the Tier A MS4 Permit	Design Reviewer(s)
845525 - ASCOT PARTNERS, LLC	3201 - 13,14	NJG0288667	Y☐ N☐	5.54	Y☐ N☐	Y☐ N☑	Planning/Zoning Board
July, 2022	1		Y☐ N☐		Y☐ N☐	Y☐ N☐	
1805 Front Street (Amended Approval)	1001	pending	Y☐ N☐	1.46	Y☐ N☐	Y☐ N☐	Ferriero Engineering, Inc.
2021	59.01, 60 & 61		Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	

Major Development Project List

Provide the following information for each approved development or redevelopment project that is regulated by the Tier A MS4 NJPDES Permit, and not exempted under N.J.A.C. 7:8-1.6(b).

Tier A Municipality: Township of Scotch Plains		NJPDES#: NJG NJG0149985			PI ID#: 214044		Calendar Year: 2023
Project Name	Block(s) / Lot(s)	5G3 Construction Stormwater Permit Auth.#	NJDEP Land Use Permit Required? (Y/N)	Total Area of Disturbance (acres)	Increase of Impervious > ¼ acre? (Y/N)	Variance or Exemption Granted As Per Part IV.B.4.h of the Tier A MS4 Permit	Design Reviewer(s)
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	

This Supplemental Questionnaire must be attached to your Annual Report to be considered complete. If you experience any difficulty in this process, please contact your municipal case manager at 609-633-7021.

1. Once you have completed the Questionnaire, use the "Save" function to save your answers to the Questionnaire to your computer. This can be done by going to FILE > then Save or Ctrl + S.
2. The completed and saved Questionnaire must then be uploaded as an attachment, in Part 7, to your Annual Report before the Annual Report is submitted to the Department.
3. To access the Annual Report, open the link to "NJDEP Online Portal" at http://www.nj.gov/dep/dwq/tier_a.htm. In Part 7, you will be asked to complete information regarding the file(s) to be uploaded. Navigate to your saved Questionnaire and then hit the "Upload" button in the lower right section of Part 7. The Annual Report will indicate if the Questionnaire was successfully uploaded. Then click on the "Continue" button and proceed with finalizing your Annual Report.

Service ID: 1370601
Facility Name: SCOTCH PLAINS TWP
Reporting Period: January 1, 2021 through December 31, 2021
NJPDES Permit #: NJG0149985
Activity ID: DST170001

Contacts

Name: Joseph Venezia
Title: Township Engineer
Contact Type: Stormwater Coordinator
Organization Name: SCOTCH PLAINS TWP ENGINEERING DEPT
Organization Type: Municipal
E-Mail: Joseph.venezia@colliersengineering.com
Phone: (732) 383-1950 (Work Phone Number)
Contact Address: 430 PARK AVE
Scotch Plains, New Jersey 07076

Uploaded Attachments

Attachment Name	Attachment Description	File Name
supplemental_questionnaire_sco	supplemental questionnaire	Supplemental_Questionnaire_Scotch_Plains.pdf

Annual Report Details - Part A

Municipality Information

Team member responsible for completing the report:	William White PE
Team member email address:	william.white@colliersengineering.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 the ongoing development and implementation of the stormwater program?	Yes

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:	04/01/2016
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:	07/20/2021
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:	07/21/2021
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:	07/21/2021
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:	02/26/2008
16. Ordinance Number(s):	5-2008
17. What is the current status of the adopted plan and ordinance?	
18. Are you reviewing projects as part of your site plan and sub-division 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 approve?	1
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 requires Operation and maintenance by private entity, with fines associates with non-compliance.
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 and Outreach

1. Has the municipality developed a Local Public Education Program?	Yes
2. Has the municipality conducted educational activities that total the minimum number of points required by the permit?	No

Storm Drain Inlet Labeling

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

Community Wide Ordinances

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

1. Pet Waste Ordinance:	Yes
2. Date adopted:	09/12/2006
3. Litter Ordinance/State Litter Statute:	Litter Ordinance
4. Date adopted:	09/12/2006
5. Improper Disposal of Waste Ordinance:	Yes
6. Date adopted:	09/12/2006
7. Wildlife Feeding Ordinance:	Yes
8. Date adopted:	02/16/2005
9. Containerized Yard Waste Ordinance / Yard Waste Collection Program Ordinance:	Adopted Both
10. Date adopted:	09/12/2006
11. Illicit Connection Ordinance:	Yes
12. Date adopted:	09/12/2006
13. Refuse Container/Dumpster Ordinance:	Yes
14. Date adopted:	07/21/2009
15. Private Storm Drain Inlet Retrofitting Ordinance:	Yes
16. Date adopted:	07/21/2009
17. Status of these ordinances (if not adopted):	
18. Method(s) of enforcement (e.g., summons, warnings, additional signs, etc.):	issue warning and summons. Signs placed in Parks regarding pet waste
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:	12/21/2020
3. Number of outfall pipes that you operate in the municipality:	88
4. How many MS4 outfall pipes are mapped?	88

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?	70
3. Number of illicit connections detected during the past calendar year:	0
4. Number of illicit connections eliminated during the past calendar year:	0

Street Sweeping Program

1. In the past calendar year, were all required streets swept?	Yes
2. What was the total number of miles swept?	275

List the amount of materials collected for each month in 2021.

3. Units:	Tons
4. January:	54
5. February:	0
6. March:	62
7. April:	59
8. May:	45
9. June:	49
10. July:	41
11. August:	164
12. September:	46
13. October:	0
14. November:	0
15. December:	0
16. Total (Note: 1.053 cubic yards = 1 ton):	520
17. Explain the reason if reporting zero (0) for a month above:	street sweeping does not occur during months of increment weather or when leaf collection occurs

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?	65

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):	none

Catch Basins

1. Total number of catch basins that the municipality operates:	2408
2. Total number of catch basins inspected:	500
3. Total number of catch basins cleaned:	118
4. Amount of materials removed from catch basins, in tons, during the past calendar year:	87
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?	N/A - no sand stored outdoors

Fueling Operations

1. Is the municipality implementing Best Management Practices for vehicle fueling and receiving of bulk fuel deliveries at maintenance yard operations in accordance with Attachment E of the permit?	Yes

Vehicle Maintenance

1. Is the municipality implementing Best Management Practices for vehicle maintenance and repair activities at maintenance yard operations in accordance with Attachment E of the permit?	Yes

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) in accordance with Attachment E of the permit?	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:	01/28/2009
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:	3/12/2021

Report Details - Part F

Sharing of Responsibilities

Does the municipality share services with another entity to satisfy a permit requirement?	No

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.
- Your municipality has not conducted educational activities that total the minimum number of points required by the permit (between January 1, 2021 and December 31, 2021).

1. Did your municipality 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.)**	The SPPP will be updated in the next 3-4 months to include new requirements of MS4 permit. Outreach events were canceled due to COVID 19 pandemic.

Certification

Certifier: William White
Certifier ID: WHRWHITEIII
Challenge/Response Question: What is your favorite food?
Challenge/Response Answer: ******
Certification PIN: ******
Date/Time of Certification: 04/29/2022 10:51

"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. NJG0149985 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.

William White	04/29/2022
General	**Date**

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: 812857
Facility Name: SCOTCH PLAINS TWP
Reporting Period: January 1, 2017 through December 31, 2017
NJPDES Permit #: NJG0149985
Activity ID: DST170001

Contacts

Name: Robert Lynes
Title: Township Engineer
Contact Type: Stormwater Coordinator
Organization Name: SCOTCH PLAINS TWP ENGINEERING DEPT
Organization Type: Municipal
E-Mail: Robert.Lynes@mottmac.com
Phone: (973) 912-2449 (Work Phone Number)
Contact Address: 430 PARK AVE
Scotch Plains, New Jersey 07076

Uploaded Attachments

Attachment Name	Attachment Description	File Name
Supplemental Questionnaire		Tier_A_MS4_Annual_Supplemental_Questionnaire_Scotch Plains)_FINAL.pdf

Annual Report Details - Part A

Municipality Information

Team member responsible for completing the report:	Clint Dicksen
Team member email address:	cdicksen@scotchplainsnj.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:	04/07/2007
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:	02/26/2008
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:	03/07/2007
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:	03/07/2007
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:	02/26/2008
16. Ordinance Number(s):	5-2008
17. What is the current status of the adopted plan and ordinance?	
18. Are you reviewing projects as part of your site plan and sub-division 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?	4

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.**	No
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):	
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):	0
4. Website (1 point):	1
5. Stormwater Display (2 points):	0
6. Giveaway (2 points):	2
7. Citizen Stormwater Advisory Committee (2 points):	2
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):	0
14. Ordinance Education (5 points):	5

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:	09/12/2006
3. Litter Ordinance/State Litter Statute:	Litter Ordinance
4. Date adopted:	09/12/2006
5. Improper Disposal of Waste Ordinance:	Yes
6. Date adopted:	09/12/2006
7. Wildlife Feeding Ordinance:	Yes
8. Date adopted:	02/16/2005
9. Containerized Yard Waste Ordinance / Yard Waste Collection Program Ordinance:	Adopted Both
10. Date adopted:	09/12/2006
11. Illicit Connection Ordinance:	Yes
12. Date adopted:	09/12/2006
13. Refuse Container/Dumpster Ordinance:	Yes
14. Date adopted:	07/21/2009
15. Private Storm Drain Inlet Retrofitting Ordinance:	Yes
16. Date adopted:	07/21/2009
17. Status of these ordinances (if not adopted):	
18. Method(s) of enforcement (e.g., summons, warnings, additional signs, etc.):	Issue warnings and summonses. Signs placed in parks regarding pet wastes.
19. Are you distributing the Pet Waste Information Sheets with pet	Yes

licenses?	

Report Details - Part D

MS4 Outfall Pipe Mapping

1. Has the municipality completed the mapping of the MS4 outfall pipes?	Yes
2. Date completed:	08/01/2006
3. Number of outfall pipes that you operate in the municipality:	55
4. How many MS4 outfall pipes are mapped?	55

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?	3
3. Number of illicit connections detected during the past calendar year:	0
4. Number of illicit connections eliminated during the past calendar year: **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.**	0

Street Sweeping Program

1. In the past calendar year, were all required streets swept?	Yes
2. What was the total number of miles swept?	275

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

3. Units:	Tons
4. January:	61
5. February:	0
6. March:	0
7. April:	51
8. May:	40

9. June:	0
10. July:	42
11. August:	172
12. September:	20
13. October:	0
14. November:	0
15. December:	0
16. Total (Note: 1.053 cubic yards = 1 ton):	386
17. Explain the reason if reporting zero (0) for a month above:	Street sweeping does not take place during months of inclement weather or when leaf pickup takes place.

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?	30

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?	N/A - no repairs needed
5. Describe repair(s) or if repairs have not yet been made, provide a	

schedule for the repair(s):	

Catch Basins

1. Total number of catch basins that the municipality operates:	2408
2. Total number of catch basins inspected:	725
3. Total number of catch basins cleaned:	100
4. Amount of materials removed from catch basins, in tons, during the past calendar year:	120
5. Units:	Cubic yards

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?	N/A - no sand stored outdoors

Fueling Operations

1. Is the municipality implementing Standard Operating Procedures for vehicle fueling and receiving of bulk fuel deliveries at maintenance yard operations?	Yes

Vehicle Maintenance

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

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:	01/28/2009
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:	March 2017

Report Details - Part F

Sharing of Responsibilities

Does the municipality share services with another entity to satisfy a permit requirement?	No

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.
- Your municipality is not ensuring that adequate long-term operation and maintenance of stormwater BMPs is being performed on property that you do not own or operate.
- Your municipality did not inspect the minimum number of catch basins required by the 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.)**	Update to SPPP will be finalized as required. More catch basins were cleaned than previous year and will continue to increase.

Certification

Certifier:	Matthew DeSimone
Certifier ID:	MDESIMONE_MM
Challenge/Response Question:	What is your favorite movie?
Challenge/Response Answer:	******
Certification PIN:	******
Date/Time of Certification:	06/20/2018 09:54

"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. NJG0149985 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.

Matthew DeSimone	06/20/2018
General	**Date**

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:	945123
Facility Name:	SCOTCH PLAINS TWP
Reporting Period:	January 1, 2018 through December 31, 2018
NJPDES Permit #:	NJG0149985
Activity ID:	DST170001

Contacts

Name:	Robert Lynes
Title:	Township Engineer
Contact Type:	Stormwater Coordinator
Organization Name:	SCOTCH PLAINS TWP ENGINEERING DEPT
Organization Type:	Municipal
E-Mail:	Robert.Lynes@mottmac.com
Phone:	(973) 912-2449 (Work Phone Number)
Contact Address:	430 PARK AVE Scotch Plains, New Jersey 07076

Uploaded Attachments

Attachment Name	Attachment Description	File Name
questionnaire		Supplemental_Questionnaire_SCOTCH PLAINS.pdf

Annual Report Details - Part A

Municipality Information

Team member responsible for completing the report:	Robert Lynes
Team member email address:	Robert.Lynes@mottmac.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 the ongoing development and implementation of the stormwater program?	Yes

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:	04/07/2007
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:	02/26/2008
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:	03/07/2007
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:	03/07/2007
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:	02/26/2008
16. Ordinance Number(s):	5-2008
17. What is the current status of the adopted plan and ordinance?	
18. Are you reviewing projects as part of your site plan and sub-division 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 approve?	10
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.**	No
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):	
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 and Outreach

1. Has the municipality developed a Local Public Education Program?	Yes
2. Has the municipality conducted educational activities that total the minimum number of points required by the permit?	Yes

Storm Drain Inlet Labeling

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

Community Wide Ordinances

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

1. Pet Waste Ordinance:	Yes
2. Date adopted:	09/12/2006
3. Litter Ordinance/State Litter Statute:	Litter Ordinance
4. Date adopted:	09/12/2006
5. Improper Disposal of Waste Ordinance:	Yes
6. Date adopted:	09/12/2006
7. Wildlife Feeding Ordinance:	Yes
8. Date adopted:	02/16/2005
9. Containerized Yard Waste Ordinance / Yard Waste Collection Program Ordinance:	Adopted Both
10. Date adopted:	09/12/2006
11. Illicit Connection Ordinance:	Yes
12. Date adopted:	09/12/2006
13. Refuse Container/Dumpster Ordinance:	Yes
14. Date adopted:	07/21/2009
15. Private Storm Drain Inlet Retrofitting Ordinance:	Yes
16. Date adopted:	07/21/2009
17. Status of these ordinances (if not adopted):	
18. Method(s) of enforcement (e.g., summons, warnings, additional signs, etc.):	Issue warnings and summonses. Signs placed in parks regarding pet wastes.
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:	07/28/2019
3. Number of outfall pipes that you operate in the municipality:	55
4. How many MS4 outfall pipes are mapped?	68

Illicit Connection Elimination Program

1. Does the municipality have an ongoing program to detect and eliminate illicit connections to municipally owned or operated outfall	Yes

pipes?	
2. How many outfall pipes were inspected during the past calendar year?	3
3. Number of illicit connections detected during the past calendar year:	0
4. Number of illicit connections eliminated during the past calendar year:	0

Street Sweeping Program

1. In the past calendar year, were all required streets swept?	Yes
2. What was the total number of miles swept?	275

List the amount of materials collected for each month in 2018.

3. Units:	Tons
4. January:	0
5. February:	0
6. March:	0
7. April:	90
8. May:	90
9. June:	95
10. July:	0
11. August:	0
12. September:	0
13. October:	0
14. November:	0
15. December:	0
16. Total (Note: 1.053 cubic yards = 1 ton):	275
17. Explain the reason if reporting zero (0) for a month above:	Street sweeping does not take place during months of inclement weather or when leaf pickup takes place.

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?	40

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):	Outlet on Evelyn street displayed severe scouring and deterioration. 6" diameter rip-rap was placed and area restored

Catch Basins

1. Total number of catch basins that the municipality operates:	2408
2. Total number of catch basins inspected:	900
3. Total number of catch basins cleaned:	85
4. Amount of materials removed from catch basins, in tons, during the past calendar year:	85
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?	N/A - no sand stored outdoors

Fueling Operations

1. Is the municipality implementing Best Management Practices for vehicle fueling and receiving of bulk fuel deliveries at maintenance yard operations in accordance with Attachment E of the permit?	Yes

Vehicle Maintenance

1. Is the municipality implementing Best Management Practices for vehicle maintenance and repair activities at maintenance yard operations in accordance with Attachment E of the permit?	Yes

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) in accordance with Attachment E of the permit?	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:	01/28/2009
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:	March 2018

Report Details - Part F

Sharing of Responsibilities

Does the municipality share services with another entity to satisfy a permit requirement?	No

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.
- Your municipality is not ensuring that adequate long-term operation and maintenance of stormwater BMPs is being performed on property that you do not own or operate.
- Your municipality did not inspect the minimum number of catch basins required by the permit.

1. Did your municipality 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.)**	Plan is being updated and revised to include measures about maintenance/operation of non-operated stormwater BMPs is required. Number of catch basins inspected to increase

Certification

Certifier:	Matthew DeSimone
Certifier ID:	MDESIMONE_MM
Challenge/Response Question:	What is your father's middle name?
Challenge/Response Answer:	******
Certification PIN:	******
Date/Time of Certification:	08/28/2019 16:07

"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. NJG0149985 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.

Matthew DeSimone	08/28/2019
General	**Date**

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:	1546166
Facility Name:	SCOTCH PLAINS TWP
Reporting Period:	January 1, 2022 through December 31, 2022
NJPDES Permit #:	NJG0149985
Activity ID:	DST220001

Contacts

Name:	David Atkinson
Title:	Stormwater Program Coordinator
Contact Type:	Stormwater Coordinator
Organization Name:	Township of Scotch Plains
Organization Type:	County/Municipal
E-Mail:	datkinson@scotchplainsnj.com
Phone:	(908) 322-6700 x302 (Work Phone Number)
Contact Address:	430 Park Avenue Scotch Plains, New Jersey 07076

Uploaded Attachments

Attachment Name	Attachment Description	File Name
Supplemental_Questionnaire__To	Supplemental Questionnaire for Scotch Plains	Supplemental_Questionnaire__Township of Scotch Plains_2022 (00378217xD43F8).PDF

Annual Report Details - Part A

Municipality Information

Team member responsible for completing the report:	David Atkinson
Team member email address:	datkinson@scotchplainsnj.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 the ongoing development and implementation of the stormwater program?	Yes

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:	04/01/2016
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:	07/20/2021
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:	04/02/2016
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:	07/21/2021
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:	07/20/2021
16. Ordinance Number(s):	2021-14
17. What is the current status of the adopted plan and ordinance?	
18. Are you reviewing projects as part of your site plan and sub-division 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 approve?	3
20. Does the municipal stormwater management plan contain a mitigation plan?	No
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)?	
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 requires operation and maintenance by private entity, with fines associated with non-compliance.
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 and Outreach

1. Has the municipality developed a Local Public Education Program?	Yes
2. Has the municipality conducted educational activities that total the minimum number of points required by the permit?	No

Storm Drain Inlet Labeling

1. Has the municipality established a storm drain inlet labeling program?	Yes
2. Indicate the percentage labeled to date:	100%

3. Other Amount:	
4. Is your municipality maintaining the labels (i.e. replacing and/or repainting)?	Yes

Community Wide Ordinances

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

1. Pet Waste Ordinance:	Yes
2. Date adopted:	09/12/2006
3. Litter Ordinance/State Litter Statute:	Litter Ordinance
4. Date adopted:	09/12/2006
5. Improper Disposal of Waste Ordinance:	Yes
6. Date adopted:	09/12/2006
7. Wildlife Feeding Ordinance:	Yes
8. Date adopted:	02/16/2005
9. Containerized Yard Waste Ordinance / Yard Waste Collection Program Ordinance:	Adopted Both
10. Date adopted:	09/12/2006
11. Illicit Connection Ordinance:	Yes
12. Date adopted:	09/12/2006
13. Refuse Container/Dumpster Ordinance:	Yes
14. Date adopted:	07/21/2009
15. Private Storm Drain Inlet Retrofitting Ordinance:	Yes
16. Date adopted:	07/21/2009
17. Status of these ordinances (if not adopted):	
18. Method(s) of enforcement (e.g., summons, warnings, additional signs, etc.):	Issue warnings and summonses. Signs placed in parks regarding pet wastes.
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:	12/21/2020
3. Number of outfall pipes that you operate in the municipality:	68
4. How many MS4 outfall pipes are mapped?	68

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?	68
3. Number of illicit connections detected during the past calendar year:	0
4. Number of illicit connections eliminated during the past calendar year:	0

Street Sweeping Program

1. In the past calendar year, were all required streets swept?	Yes
2. What was the total number of miles swept?	275

List the amount of materials collected for each month in 2022.

3. Units:	Tons
4. January:	54

5. February:	0
6. March:	62
7. April:	59
8. May:	45
9. June:	49
10. July:	41
11. August:	164
12. September:	46
13. October:	0
14. November:	0
15. December:	0
16. Total (Note: 1.053 cubic yards = 1 ton):	520
17. Explain the reason if reporting zero (0) for a month above:	street sweeping does not occur during months of inclement weather or leaf collection.

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?	70

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?	N/A - no cleaning needed
4. Were repairs made?	N/A - no repairs needed
5. Describe repair(s) or if repairs have not yet been made, provide a schedule for the repair(s):	

Catch Basins

1. Total number of catch basins that the municipality operates:	2410
2. Total number of catch basins inspected:	725
3. Total number of catch basins cleaned:	100
4. Amount of materials removed from catch basins, in tons, during the past calendar year:	75
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?	N/A - no sand stored outdoors

Fueling Operations

1. Is the municipality implementing Best Management Practices for vehicle fueling and receiving of bulk fuel deliveries at maintenance yard operations in accordance with Attachment E of the permit?	Yes

Vehicle Maintenance

1. Is the municipality implementing Best Management Practices for vehicle maintenance and repair activities at maintenance yard operations in accordance with Attachment E of the permit?	Yes

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) in accordance with Attachment E of the permit?	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:	01/28/2009
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:	September 8th, 2022

Report Details - Part F

Sharing of Responsibilities

Does the municipality share services with another entity to satisfy a permit requirement?	No

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.
- Your municipality has not conducted educational activities that total the minimum number of points required by the permit (between January 1, 2022 and December 31, 2022).

1. Did your municipality 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.)**	The Township will be updating their SPPP this year to comply with the latest format changes and to ensure compliance with the required number of educational activity points for the local public education and outreach section.

Certification

Certifier:	David Atkinson
Certifier ID:	DATKINSON1
Challenge/Response Question:	What is your favorite game?
Challenge/Response Answer:	******
Certification PIN:	******
Date/Time of Certification:	05/01/2023 12:52

"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. NJG0149985 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.

David Atkinson	05/01/2023
General	**Date**

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: 1900072
Facility Name: SCOTCH PLAINS TWP
Reporting Period: January 1, 2024 through December 31, 2024
NJPDES Permit #: NJG0149985
Activity ID: DST230001

Contacts

Name: David Atkinson
Title: Stormwater Program Coordinator
Contact Type: Stormwater Coordinator
Organization Name: SCOTCH PLAINS TWP
Organization Type: Municipal
E-Mail: datkinson@scotchplainsnj.com
Phone: (908) 322-6700 x302 (Work Phone Number)
Contact Address: 430 PARK AVE
Scotch Plains, New Jersey 07076

Uploaded Attachments

Attachment Name	Attachment Description	File Name
Supplemental Questionnaire	Supplemental Questionnaire Form	Annual Report_2024_Supplemental_Questionnaire_Township_of_Scotch_Plains.PDF
Note on Updated Ordinances	Note on Ordinances (SCO, Salt Storage, Trees)	Annual Report_2024_Additional Comments.PDF

Annual Report Details - Part A

Municipality Information

Team member responsible for completing the report:	David R. Atkinson
Team member email address:	datkinson@scotchplainsnj.com

Stormwater Pollution Prevention Plan

1. Has the municipality revised its Stormwater Pollution Prevention Plan during the last calendar year?	Yes
2. Date of the last revised SPPP:	12/20/2024

Public Notice

1. Is the municipality complying with applicable State and local public notice requirements when providing for public participation in the ongoing development and implementation of the stormwater program?	Yes

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:	04/01/2016
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:	07/20/2021
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:	04/02/2016
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:	07/21/2021
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:	07/20/2021
16. Ordinance Number(s):	2021-14
17. What is the current status of the adopted plan and ordinance?	
18. Are you reviewing projects as part of your site plan and sub-division 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 approve?	1
20. Does the municipal stormwater management plan contain a mitigation plan?	No
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)?	
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 requires operation and maintenance by private entity, with fines associated with non-compliance.
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 and Outreach

1. Has the municipality developed a Local Public Education Program?	Yes
2. Has the municipality conducted educational activities that total the minimum number of points required by the permit?	No

Storm Drain Inlet Labeling

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

Community Wide Ordinances

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

1. Pet Waste Ordinance:	Yes
2. Date adopted:	09/12/2006
3. Litter Ordinance/State Litter Statute:	Litter Ordinance
4. Date adopted:	09/12/2006
5. Improper Disposal of Waste Ordinance:	Yes
6. Date adopted:	09/12/2006
7. Wildlife Feeding Ordinance:	Yes
8. Date adopted:	02/16/2005
9. Containerized Yard Waste Ordinance / Yard Waste Collection Program Ordinance:	Adopted Both
10. Date adopted:	09/12/2006
11. Illicit Connection Ordinance:	Yes
12. Date adopted:	09/12/2006
13. Refuse Container/Dumpster Ordinance:	Yes
14. Date adopted:	07/21/2009
15. Private Storm Drain Inlet Retrofitting Ordinance:	Yes
16. Date adopted:	07/21/2009
17. Status of these ordinances (if not adopted):	
18. Method(s) of enforcement (e.g., summons, warnings, additional signs, etc.):	Issue warnings and summonses. Signs placed in parks regarding pet wastes.
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:	12/21/2020
3. Number of outfall pipes that you operate in the municipality:	68
4. How many MS4 outfall pipes are mapped?	68

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?	6
3. Number of illicit connections detected during the past calendar year:	0
4. Number of illicit connections eliminated during the past calendar year:	0

Street Sweeping Program

1. In the past calendar year, were all required streets swept?	Yes
2. What was the total number of miles swept?	275

List the amount of materials collected for each month in 2024.

3. Units:	Tons
4. January:	0
5. February:	0
6. March:	0
7. April:	70.09
8. May:	70.09
9. June:	0
10. July:	0
11. August:	0
12. September:	0
13. October:	0
14. November:	0
15. December:	0
16. Total (Note: 1.053 cubic yards = 1 ton):	140.18
17. Explain the reason if reporting zero (0) for a month above:	Insufficient Manpower

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?	72

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):	Repair to pipe

Catch Basins

1. Total number of catch basins that the municipality operates:	2410
2. Total number of catch basins inspected:	725
3. Total number of catch basins cleaned:	150
4. Amount of materials removed from catch basins, in tons, during the past calendar year:	30
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?	N/A - no sand stored outdoors

Fueling Operations

1. Is the municipality implementing Best Management Practices for vehicle fueling and receiving of bulk fuel deliveries at maintenance yard operations in accordance with Attachment E of the permit?	Yes

Vehicle Maintenance

1. Is the municipality implementing Best Management Practices for vehicle maintenance and repair activities at maintenance yard operations in accordance with Attachment E of the permit?	Yes

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) in accordance with Attachment E of the permit?	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:	01/28/2009
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)?	No
2. List date(s) of employee training:	

Report Details - Part F

Sharing of Responsibilities

Does the municipality share services with another entity to satisfy a permit requirement?	No

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 conducted educational activities that total the minimum number of points required by the permit (between January 1, 2024 and December 31, 2024).
- Your municipality did not conduct an annual employee training.

1. Did your municipality 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.)**	The Township is currently reviewing and integrating educational activities into the local public education and outreach section of the SP3. It is hoped that these educational activities will be implemented in 2025. The Township will also look to reimplement annual employee training.

Certification

Certifier: David Atkinson
Certifier ID: DATKINSON1

Challenge/Response Question:	What is your favorite book?
Challenge/Response Answer:	******
Certification PIN:	******
Date/Time of Certification:	04/28/2025 18:29

"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. NJG0149985 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.

David Atkinson	04/28/2025
General	**Date**

Please be advised that per NJDEP request, the Township is in the process of updating their Stormwater Control Ordinance ('SCO') which utilizes the NJDEP simplified version. The same was submitted to Union County Planning Board and Engineer on January 28, 2025, and approval was received on March 14, 2025. The same will be on introduced at the April 29th Mayor and Council meeting and ratified at the May 20th Mayor and Council meeting. When passed, the Township will post the same on NJDEP Online, their stormwater webpage, and inform our case manager of the same.

Additionally, both the Privately-Owned Salt Storage Ordinance and Tree Removal/ Replacement Ordinance will also be introduced at the April 29th Mayor and Council meeting and ratified at the May 20th Mayor and Council meeting. When passed, the Township will post the same on their stormwater webpage, and inform our case manager of the same.

MS4 Tier A Permit Annual Report - Supplemental Questionnaire

Instructions for Saving and Submitting the

Tier A Permit Annual Report - Supplemental Questionnaire

1. Once opened, please save the Questionnaire to your computer, using the "Save As" function. This can be done by going to FILE > then Save As… or Shift + Ctrl + S. Name the document Supplemental_Questionnaire_*TOWN NAME*
2. Complete the Questionnaire.
3. Once you have completed the Questionnaire, use the "Save" function to save your answers to the Questionnaire to your computer. This can be done by going to FILE > then Save or Ctrl + S.
4. The completed and saved Questionnaire must then be uploaded as an attachment, in Part 7, to your Annual Report before the Annual Report is submitted to the Department.
5. To access the Annual Report, open the link to "NJDEP Online Portal" at http://www.nj.gov/dep/dwq/tier_a.htm. In Part 7, you will be asked to complete information regarding the file(s) to be uploaded. Navigate to your saved Questionnaire and then hit the "Upload" button in the lower right section of Part 7. The Annual Report will indicate if the Questionnaire was successfully uploaded. Then click on the "Continue" button and proceed with finalizing your Annual Report.

Your Annual Report will be considered incomplete if the Supplemental Questionnaire is not attached. If you experience any difficulty in this process, please contact your municipal case manager at 609-633- 7021.

Please note that use of Adobe Acrobat Reader DC is recommended. This free software is available for download at http://get.adobe.com/reader/ . If you have an earlier version of Adobe Reader, please go to the Adobe website at http://tv.adobe.com/watch/acrobat-x-tips-tricks/quick-tip-how-to-save-form-data-in-adobe-reader/ for detailed instructions on how to save your completed Questionnaire.

MS4 Tier A Permit Annual Report - Supplemental Questionnaire

General Information

A. Municipal Information

Submission Date: 04/28/2025	Reporting Year: 2024
Municipality: Township of Scotch Plains	County: Union
Stormwater Coordinator: David R. Atkinson, Township Engineer	
Phone: 908-322-6700 ext. 302	Email: datkinson@scotchplainsnj.com

Public Involvement and Participation

Provide direct link for the following (not the general web address for the municipality website):

Current Stormwater Pollution Prevention Plan (SPPP): https://www.scotchplainsnj.gov/index.php/stormwater-management

Municipal Stormwater Management Plan: https://www.scotchplainsnj.gov/index.php/stormwater-management

Town's Stormwater Webpage: https://www.scotchplainsnj.gov/index.php/stormwater-management

Local Public Education and Outreach

Report the number of points obtained in each public education and outreach category:

General Public Outreach: 1

Watershed/Regional Collaboration: 0

Targeted Audiences Outreach: 3

Community Involvement Activities: 0

School/Youth Education and Activities: 0

Has the municipality advertised public education and outreach activities on the municipalities website?: (●) Yes ( ) No

Post Construction Stormwater Management

Note: This portion of the annual report should be completed by a person knowledgeable in post-construction stormwater management project review and approvals.

Name of person completing this section: David R. Atkinson, P.E.

Affiliation of person completing this section: Township Engineer

Please fill out the attached major development project list for all major developments approved in the last calendar year.

MS4 Tier A Permit Annual Report - Supplemental Questionnaire

Community Wide Ordinances

Does the municipality maintain a database to track all instances of community wide ordinance violations?:

(●) Yes ( ) No

Provide the web address for each ordinance and report the entity responsible for the enforcement of each ordinance as well as the number of warnings and violations issued for each in the past calendar year:

Pet Waste Ordinance https://www.scotchplainsnj.gov/index
Entity: Police, BOH Warnings/Violations: 0

Wildlife Feeding Ordinance https://www.scotchplainsnj.gov/
Entity: Police Warnings/Violations: 0

Litter Control Ordinance https://www.scotchplainsnj.gov/inc
Entity: Police, Property Maint. Warnings/Violations: 0

Improper Disposal of Waste Ordinance https://www.scotchplainsnj.gov/inde
Entity: Police, Property Mainten Warnings/Violations: 0

Privately-Owned Salt Storage Ordinance https://www.scotchplainsnj.gov/inc
Entity: Property Maintenance Warnings/Violations: 0

Tree Removal-Replacement Ordinance https://www.scotchplainsnj.gov/inde
Entity: Police, Property Mainten Warnings/Violations: 0

Containerized Yard Waste/Yard Waste Collection Program Ordinance https://www.scotchplainsnj.g
Entity: Police, Property Mainten Warnings/Violations: 0

Private Storm Drain Inlet Retrofitting Ordinance https://www.scotchplainsnj.gov/index.php/stormw
Entity: Building Inspector Warnings/Violations: 0

Illicit Connection Ordinance https://www.scotchplainsnj.gov
Entity: Police, Code Enforceme Warnings/Violations: 0

Stormwater Control Ordinance https://www.scotchplainsnj.g Warnings/Violations: 0
Entity: Code Enforcement Offic

Municipal Maintenance Yard and Other Ancillary Operations

Does the municipality maintain a list of all materials and machinery located at each municipal maintenance yard and ancillary operation which could be a source of pollutants in a stormwater discharge?: (●) Yes ( ) No

Has the municipality implemented Best Management Practices as described in Part IV.F.5 for all applicable activities at each municipal maintenance yard and ancillary operation owned or operated by the municipality?: (●) Yes ( ) No

Does the municipality maintain an inspection log detailing conditions requiring attention and remedial actions taken at municipal maintenance yards and other ancillary operations?: (●) Yes ( ) No

Does the municipality have an underground vehicle wash water storage tank? ( ) Yes (●) No

MS4 Tier A Permit Annual Report - Supplemental Questionnaire

Employee Training

Does the municipality maintain records of employee training including sign in sheets, dates of training, and training agendas?: (●) Yes ( ) No

Does the municipality maintain a list of the names and dates of the Stormwater Permitting Coordinator's attendance to the mandatory SPC training? : (●) Yes ( ) No

Does the municipality maintain a list of the names and dates of the municipal board and governing body members that review and approve applications for development and redevelopment projects who have completed the "Asking the Right Questions in Stormwater Review" training tool?: (●) Yes ( ) No

Does the municipality maintain a list of the names and dates of individuals that review development and redevelopment projects for compliance with NJAC 7:8 on behalf of the municipality who have completed the Department approved stormwater management training once every 5 years?: (●) Yes ( ) No

Did the municipality maintain a list of the names and dates of individuals that have completed the mandatory Rule Amendment training?: (●) Yes ( ) No

MS4 Mapping

Have you completed your infrastructure map?: ( ) Yes (●) No

Does the municipality update their maps annually?: ( ) Yes (●) No

Does the municipality's map identify outfalls that do not discharge to surface waters?: (●) Yes ( ) No

Stormwater Facilities Maintenance

Does the municipality keep up to date stormwater facility maintenance logs and inspection records for stormwater facilities owned or operated by the municipality?: (●) Yes ( ) No

How does the municipality ensure adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality?:

All Applications utilizing stormwater facilities are required to submit a operation & maintenance plan. Fines are given to private stormwater facility owners when non-compliant.

Does the municipality keep up-to-date stormwater facility maintenance logs and inspection records for stormwater facilities not owned or operated by the municipality?: ( ) Yes (●) No

MS4 Tier A Permit Annual Report - Supplemental

Total Maximum Daily Load (TMDL)

Has the municipality reviewed TMDL reports to identify those which are relevant to the municipality's water bodies?:
(●) Yes ( ) No

How many TMDLs were found to be applicable to the municipality?: 7 (6 Stream (Fecal Coliform

How has the municipality used TMDL information to assist in the prioritization of stormwater facility maintenance?:
To be incorporated into the Township's Watershed Improvement Plan.

Has the municipality updated its SPPP to include TMDL information?: ( ) Yes (●) No

Has the municipality incorporated any additional or optional measures? If so, please elaborate:
N/A

Stream Scouring

How many outfalls did the municipality inspect for stream scouring in the past calendar year?: 6

How many instances of stream scouring were found during those inspections?: 0

How many instances of stream scouring were remediated in the past calendar year?: 0

Were at least 20% of outfalls inspected for stream scouring this year?: ( ) Yes (●) No

Major Development Project List

Provide the following information for each approved development or redevelopment project that is regulated by the Tier A MS4 NJPDES Permit, and not exempted under N.J.A.C. 7:8-1.6(b).

Tier A Municipality: Township of Scotch Plains		NJPDES#: NJG 0149985			PI ID#: 214044		Calendar Year: 2024
Project Name / Date Complete Application Received	Block(s) / Lot(s)	5G3 Construction Stormwater Permit Auth.#	NJDEP Land Use Permit Required? (Y/N)	Total Area of Disturbance (acres)	Increase of Impervious > ¼ acre? (Y/N)	Variance or Exemption Granted As Per Part IV.B.4.h of the Tier A MS4 Permit	Design Reviewer(s)
350 Forest Rd & 347 Park Ave April 19, 2024	1601 9&9.02	Pending	Y☑ N☐	1.19	Y☑ N☐	Y☐ N☑	Victor E. Vinegra, P.E. Harbor Consultants, Inc.
1805 Front Street (Amended Approval) 2021	1001 59.01, 60 & 61	pending	Y☐ N☐	1.46	Y☐ N☐	Y☐ N☐	Ferriero Engineering, Inc.
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	

Major Development Project List

Provide the following information for each approved development or redevelopment project that is regulated by the Tier A MS4 NJPDES Permit, and not exempted under N.J.A.C. 7:8-1.6(b).

Tier A Municipality: _____		NJPDES#: NJG_____			PI ID#: _____		Calendar Year: _____
Project Name / Date Complete Application Received	Block(s) / Lot(s)	5G3 Construction Stormwater Permit Auth.#	NJDEP Land Use Permit Required? (Y/N)	Total Area of Disturbance (acres)	Increase of Impervious > ¼ acre? (Y/N)	Variance or Exemption Granted As Per Part IV.B.4.h of the Tier A MS4 Permit	Design Reviewer(s)
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N☐	
			Y☐ N☐		Y☐ N☐	Y☐ N	

§ 27-2. ANTI-LITTERING.

§ 27-2.1A. Rummaging Through Solid Waste at Curb Prohibited. [Ord. #97-27, § 1; Ord. #26-02; Ord. #30-03]

It shall be unlawful for any person to pick up, rummage through, disturb or remove any solid waste or other matter set at the curb for removal; provided, however, that this prohibition shall not apply to the contractor engaged by the Township for the removal of solid waste or to its agents, servants or employees when said agents, servants or employees are on duty for said contractor.

§ 27-2.2. Containerization of Sweepings. [Ord. #93-02; Ord. #26-02; Ord. #30-03]

No person will be permitted to sweep into or deposit in any gutter, street, catch basin or other public place any accumulation of litter from any public or private sidewalk or driveway. Every person who owns or occupies property must keep the sidewalk in front of his or her premises free of litter. All litter sweepings must be collected and properly containerized for disposal.

§ 27-2.3. Open or Overflowing Waste Disposal Bins. [Ord. #93-02; Ord. #26-02; Ord. #30-03]

It is unlawful for any residential or commercial property owner to permit open or overflowing waste disposal bins on his or her property.

§ 27-2.4. Distribution of Handbills. [Ord. #93-02; Ord. #26-02; Ord. #30-03]

It is unlawful for any person to place, to cause to be placed, or to hire another person to place any advertisement, handbill or unsolicited material of any kind in or on any street, sidewalk, building or vehicle within the community in such a manner that it may be removed by natural forces.

§ 27-2.5. Dumping Prohibited. [Ord. #93-02; Ord. #26-02; Ord. #30-03]

Except as provided in subsection 27-2.5A, no person or persons, firm or corporation shall deposit, throw, spill or dump dirt, mud, gravel, sand, stone, cement, trees, stumps, brush, grass, wood, metal, iron, plastic, manure, fertilizer, ashes, coal, cinders, refuse, garbage or other material upon any highway, street, road, land or alley, or portion thereof, within the limits of the Township of Scotch Plains; nor shall any person or persons, firm or corporation throw, deposit, spill or dump the same upon any public or private land within the limits of the Township of Scotch Plains without the permission of the owner thereof; nor shall any person or persons, firm or corporation cause or permit the same to be done.

§ 27-2.5A. Scheduled Collections. [Ord. #26-02; Ord. #30-03]

Prior to dates of refuse pickup scheduled by the director of public properties, Township manager, Township council, or the Union County Department of Public Works, residents shall be permitted to place along the curb or road edge those materials scheduled for pickup in such form or containerization as proscribed by the official scheduling such pickup. All such material shall be placed along the curb or road edge no more than ten days prior to the beginning of the scheduled pickup, and no additional materials shall be placed along the curb or road edge after pickup has been completed. All such materials shall be placed in such a way as to prevent them from being

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scattered or dispersed by weather or passing traffic, and shall not protrude into the roadway so as to interfere with traffic or safety on the particular roadway.

§ 27-2.6. Violations and Penalties. [Ord. #93-02; Ord. #26-02; Ord. #30-03; amended 8-10-2021 by Ord. No. 2021-18]

Upon complaint of any resident or observance by Township official, the Township Police Department, the Code Official as defined in Subsection 18-5.1, or Department of Public Property, in the discretion of the manager, shall notify the property owner or tenant of any violation of this section advising that party that they will be responsible for removing such violation within 72 hours. Notice of the existence of a violation of this section shall be made in person or by leaving written notice at the home or business where the violation is found or by regular mail to the address listed in the tax records of the Township or the leaving of said notice on the door shall be considered valid notice. Any violation which continues to exist more than 72 hours after proper notice has been given shall be subject to a summons being issued against the property owner and/or tenant.

Any person, firm or corporation who violates or neglects to comply with any provision of this section or any regulation promulgated pursuant thereto, shall, upon conviction thereof, be punishable by a fine of $50 for the first offense. For such subsequent offense, a fine of not less than $200 nor more than $1,000 and the court may in its discretion sentence any subsequent offender up to five days community service. For the purpose of this section, any violation occurring more than 24 months after any previous violation will be considered a first violation.

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§ 27-2. ANTI-LITTERING.

§ 27-2.1A. Rummaging Through Solid Waste at Curb Prohibited. [Ord. #97-27, § 1; Ord. #26-02; Ord. #30-03]

It shall be unlawful for any person to pick up, rummage through, disturb or remove any solid waste or other matter set at the curb for removal; provided, however, that this prohibition shall not apply to the contractor engaged by the Township for the removal of solid waste or to its agents, servants or employees when said agents, servants or employees are on duty for said contractor.

§ 27-2.2. Containerization of Sweepings. [Ord. #93-02; Ord. #26-02; Ord. #30-03]

No person will be permitted to sweep into or deposit in any gutter, street, catch basin or other public place any accumulation of litter from any public or private sidewalk or driveway. Every person who owns or occupies property must keep the sidewalk in front of his or her premises free of litter. All litter sweepings must be collected and properly containerized for disposal.

§ 27-2.3. Open or Overflowing Waste Disposal Bins. [Ord. #93-02; Ord. #26-02; Ord. #30-03]

It is unlawful for any residential or commercial property owner to permit open or overflowing waste disposal bins on his or her property.

§ 27-2.4. Distribution of Handbills. [Ord. #93-02; Ord. #26-02; Ord. #30-03]

It is unlawful for any person to place, to cause to be placed, or to hire another person to place any advertisement, handbill or unsolicited material of any kind in or on any street, sidewalk, building or vehicle within the community in such a manner that it may be removed by natural forces.

§ 27-2.5. Dumping Prohibited. [Ord. #93-02; Ord. #26-02; Ord. #30-03]

Except as provided in subsection 27-2.5A, no person or persons, firm or corporation shall deposit, throw, spill or dump dirt, mud, gravel, sand, stone, cement, trees, stumps, brush, grass, wood, metal, iron, plastic, manure, fertilizer, ashes, coal, cinders, refuse, garbage or other material upon any highway, street, road, land or alley, or portion thereof, within the limits of the Township of Scotch Plains; nor shall any person or persons, firm or corporation throw, deposit, spill or dump the same upon any public or private land within the limits of the Township of Scotch Plains without the permission of the owner thereof; nor shall any person or persons, firm or corporation cause or permit the same to be done.

§ 27-2.5A. Scheduled Collections. [Ord. #26-02; Ord. #30-03]

Prior to dates of refuse pickup scheduled by the director of public properties, Township manager, Township council, or the Union County Department of Public Works, residents shall be permitted to place along the curb or road edge those materials scheduled for pickup in such form or containerization as proscribed by the official scheduling such pickup. All such material shall be placed along the curb or road edge no more than ten days prior to the beginning of the scheduled pickup, and no additional materials shall be placed along the curb or road edge after pickup has been completed. All such materials shall be placed in such a way as to prevent them from being

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scattered or dispersed by weather or passing traffic, and shall not protrude into the roadway so as to interfere with traffic or safety on the particular roadway.

§ 27-2.6. Violations and Penalties. [Ord. #93-02; Ord. #26-02; Ord. #30-03; amended 8-10-2021 by Ord. No. 2021-18]

Upon complaint of any resident or observance by Township official, the Township Police Department, the Code Official as defined in Subsection 18-5.1, or Department of Public Property, in the discretion of the manager, shall notify the property owner or tenant of any violation of this section advising that party that they will be responsible for removing such violation within 72 hours. Notice of the existence of a violation of this section shall be made in person or by leaving written notice at the home or business where the violation is found or by regular mail to the address listed in the tax records of the Township or the leaving of said notice on the door shall be considered valid notice. Any violation which continues to exist more than 72 hours after proper notice has been given shall be subject to a summons being issued against the property owner and/or tenant.

Any person, firm or corporation who violates or neglects to comply with any provision of this section or any regulation promulgated pursuant thereto, shall, upon conviction thereof, be punishable by a fine of $50 for the first offense. For such subsequent offense, a fine of not less than $200 nor more than $1,000 and the court may in its discretion sentence any subsequent offender up to five days community service. For the purpose of this section, any violation occurring more than 24 months after any previous violation will be considered a first violation.

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§ 27-2. ANTI-LITTERING.

§ 27-2.1A. Rummaging Through Solid Waste at Curb Prohibited. [Ord. #97-27, § 1; Ord. #26-02; Ord. #30-03]

It shall be unlawful for any person to pick up, rummage through, disturb or remove any solid waste or other matter set at the curb for removal; provided, however, that this prohibition shall not apply to the contractor engaged by the Township for the removal of solid waste or to its agents, servants or employees when said agents, servants or employees are on duty for said contractor.

§ 27-2.2. Containerization of Sweepings. [Ord. #93-02; Ord. #26-02; Ord. #30-03]

No person will be permitted to sweep into or deposit in any gutter, street, catch basin or other public place any accumulation of litter from any public or private sidewalk or driveway. Every person who owns or occupies property must keep the sidewalk in front of his or her premises free of litter. All litter sweepings must be collected and properly containerized for disposal.

§ 27-2.3. Open or Overflowing Waste Disposal Bins. [Ord. #93-02; Ord. #26-02; Ord. #30-03]

It is unlawful for any residential or commercial property owner to permit open or overflowing waste disposal bins on his or her property.

§ 27-2.4. Distribution of Handbills. [Ord. #93-02; Ord. #26-02; Ord. #30-03]

It is unlawful for any person to place, to cause to be placed, or to hire another person to place any advertisement, handbill or unsolicited material of any kind in or on any street, sidewalk, building or vehicle within the community in such a manner that it may be removed by natural forces.

§ 27-2.5. Dumping Prohibited. [Ord. #93-02; Ord. #26-02; Ord. #30-03]

Except as provided in subsection 27-2.5A, no person or persons, firm or corporation shall deposit, throw, spill or dump dirt, mud, gravel, sand, stone, cement, trees, stumps, brush, grass, wood, metal, iron, plastic, manure, fertilizer, ashes, coal, cinders, refuse, garbage or other material upon any highway, street, road, land or alley, or portion thereof, within the limits of the Township of Scotch Plains; nor shall any person or persons, firm or corporation throw, deposit, spill or dump the same upon any public or private land within the limits of the Township of Scotch Plains without the permission of the owner thereof; nor shall any person or persons, firm or corporation cause or permit the same to be done.

§ 27-2.5A. Scheduled Collections. [Ord. #26-02; Ord. #30-03]

Prior to dates of refuse pickup scheduled by the director of public properties, Township manager, Township council, or the Union County Department of Public Works, residents shall be permitted to place along the curb or road edge those materials scheduled for pickup in such form or containerization as proscribed by the official scheduling such pickup. All such material shall be placed along the curb or road edge no more than ten days prior to the beginning of the scheduled pickup, and no additional materials shall be placed along the curb or road edge after pickup has been completed. All such materials shall be placed in such a way as to prevent them from being

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scattered or dispersed by weather or passing traffic, and shall not protrude into the roadway so as to interfere with traffic or safety on the particular roadway.

§ 27-2.6. Violations and Penalties. [Ord. #93-02; Ord. #26-02; Ord. #30-03; amended 8-10-2021 by Ord. No. 2021-18]

Upon complaint of any resident or observance by Township official, the Township Police Department, the Code Official as defined in Subsection 18-5.1, or Department of Public Property, in the discretion of the manager, shall notify the property owner or tenant of any violation of this section advising that party that they will be responsible for removing such violation within 72 hours. Notice of the existence of a violation of this section shall be made in person or by leaving written notice at the home or business where the violation is found or by regular mail to the address listed in the tax records of the Township or the leaving of said notice on the door shall be considered valid notice. Any violation which continues to exist more than 72 hours after proper notice has been given shall be subject to a summons being issued against the property owner and/or tenant.

Any person, firm or corporation who violates or neglects to comply with any provision of this section or any regulation promulgated pursuant thereto, shall, upon conviction thereof, be punishable by a fine of $50 for the first offense. For such subsequent offense, a fine of not less than $200 nor more than $1,000 and the court may in its discretion sentence any subsequent offender up to five days community service. For the purpose of this section, any violation occurring more than 24 months after any previous violation will be considered a first violation.

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§ 24-7.9. Improper Disposal of Waste.

a. Purpose. The purpose of this subsection is to prohibit spilling, dumping, or disposal of materials other than stormwater to the municipal separate storm sewer system (MS4) operated by the Township of Scotch Plains, so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply. To the extent that the provisions of this subsection shall conflict with the provisions of § 24-7, the terms hereof shall apply.

b. Definitions. For the purpose of this subsection, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this subsection clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

   MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) — Shall mean a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) that is owned or operated by the Township of Scotch Plains or other public body, and is designed and used for collecting and conveying stormwater. MS4s do not include combined sewer systems, which are sewer systems that are designed to carry sanitary sewage at all times and to collect and transport stormwater from streets and other sources.

   PERSON — Shall mean any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

   STORMWATER — Shall mean 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.

c. Prohibited Conduct. The spilling, dumping, or disposal of materials other than stormwater to the municipal separate storm sewer system operated by the Township of Scotch Plains is prohibited. The spilling, dumping, or disposal of materials other than stormwater in such a manner as to cause the discharge of pollutants to the municipal separate storm sewer system is also prohibited.

d. Exception to Prohibition.

   1. Water line flushing and discharges from potable water sources.

   2. Uncontaminated groundwater (e.g., filtration, crawl space or basement sump pumps, foundation or footing drains, rising groundwater).

   3. Air conditioning condensate (excluding contact and non-contact cooling water).

   4. Irrigation water (including landscape and lawn watering runoff).

   5. Flows from springs, riparian habitats and wetlands, water reservoir discharges and diverted stream flows.

   6. Residential car washing water, and residential swimming pool discharges.

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7. Sidewalk, driveway and street wash water.

8. Flows from firefighting activities.

9. Flows from rinsing of the following equipment with clean water:

   (a) Beach maintenance equipment immediately following their use for their intended purposes; and

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

   (c) Rinsing of equipment, as noted in the above situation, is limited to exterior, undercarriage and exposed parts and does not apply to engines or other enclosed machinery.

e. Enforcement. This subsection shall be enforced by the police department and/or Code Enforcement Officer of the Township of Scotch Plains.

f. Violations and Penalties. Any person(s) who is found to be in violation of the provisions of this subsection shall be subject to a fine not to exceed $500.

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§ 15-2.1. Litter Control.

a. Definitions: For the purpose of this subsection, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this subsection clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

   LITTER — Shall mean any used or unconsumed substance or waste material which has been discarded, whether made of aluminum, glass, plastic, rubber, paper or other natural or synthetic material, or any combination thereof, including, but not limited to, any bottle, jar or can, or any top, cap or detachable tab of any bottle, jar or can, any unlighted cigarette, cigar, match or any flaming or glowing material or any garbage, trash, refuse, debris, rubbish, metal, plastic or paper containers or other packaging or construction material, but does not include the waste of the primary processes of mining or other extraction processes, logging, sawmilling, farming or manufacturing.

   LITTER RECEPTACLE — Shall mean a container suitable for the depositing of litter.

   PERSON — Shall mean any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

b. Prohibited acts and regulated activities:

   1. It shall be unlawful for any person to throw, drop, discard or otherwise place any litter of any nature upon public or private property other than in a litter receptacle, or having done so, to allow such litter to remain.

   2. Whenever any litter is thrown or discarded or allowed to fall from a vehicle or boat in violation of this subsection, the operator or owner, or both, of the motor vehicle or boat shall also be deemed to have violated this subsection.

c. Enforcement. This subsection shall be enforced by the police department and Code Enforcement Officer of the Township of Scotch Plains.

d. Penalties. Any person(s) who is found to be in violation of the provisions of this subsection shall be subject to a fine not to exceed $100.

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§ 24-11. FEEDING OF UNCONFINED WILDLIFE ON VARIOUS PUBLIC PROPERTIES. [Ord. No. 10-05]

§ 24-11.1. Purpose.

An ordinance to prohibit the feeding of unconfined wildlife in any public park or on any other property owned or operated by the Township of Scotch Plains or on private property, so as to protect public health, safety and welfare, and to prescribe penalties for failure to comply.

§ 24-11.2. Definitions.

For the purpose of this section, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this section clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

FEED — Shall mean to give, place, expose, deposit, distribute or scatter any edible material with the intention of feeding, attracting or enticing wildlife, including purposely or knowingly leaving or storing any refuse, garbage, food product, pet food, forage product or supplement, salt seed or birdseed, fruit, grain in a manner that would constitute an attractant to any wild animal or waterfowl. Feeding does not include baiting in the legal taking of fish and/or game.

PERSON — Shall mean any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

WILDLIFE — Shall mean all animals that are neither human nor domesticated.

§ 24-11.3. Prohibited Conduct.

a. No person shall feed, on any private property or in any public park or on any other property owned or operated by the Township of Scotch Plains, any wildlife, excluding confined wildlife (for example, wildlife confined in zoos, parks or rehabilitation center, or unconfined wildlife at environmental education centers or farm animals.)

b. No person shall feed on any public or private property deer or any of the other wildlife set forth in Subsections 24-11.2c and 24-11.3a. Deer means a ruminant animal having deciduous antler, usually in the male only.

c. Feeding of other songbirds and other backyard birds shall be permitted outdoors at such times and in such numbers that: (1) such feeding does not create an unreasonable disturbance that affects the rights of surrounding property owners and renders other persons insecure in the use of their property and; (2) does not create an accumulation of droppings on the property and surrounding properties and; (3) does not become an attractant for rodents or other wild animals and; (4) bird feeders are placed at least five feet above the ground.

§ 24-11.4. Enforcement.

a. This section shall be enforced by the police department and/or other municipal officials of

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the Township of Scotch Plains.

b. Any person found to be in violation of this section shall be ordered to cease the feeding immediately.

§ 24-11.5. Violations and Penalties.

Any person(s) who is found to be in violation of the provisions of this section shall be subject to a fine not to exceed $100 for the first offense, and for the second or subsequent offense a fine of $100 to $300 and up to ten days of community service in the discretion of the municipal court.

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§ 5-8.7. Pet Waste. [Ord. #68-10; Ord. #93-21; Ord. #24-06, SSII—V]

a. No person owning, keeping, harboring, or having custody of a pet shall permit it to cause a traffic hazard; or to do or cause any injury to other domestic animals which are not at fault; or to do damage to any lawn, shrubbery, flowers, or garden grounds; or to commit any nuisance on any other property of others. The said person may either be liable for the injury or damage or for compensation of the absorbed cost.

b. Definitions. For the purpose of this subsection, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this subsection clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory. Where the definitions herein may conflict with definitions in other portions of Chapter 5, these definitions shall control.

   IMMEDIATE — Shall mean that the pet solid waste is removed at once, without delay.

   OWNER/KEEPER — Shall mean any person who shall possess, maintain, house or harbor any pet or otherwise have custody of any pet, whether or not the owner of such pet.

   PERSON — Shall mean any individual, corporation, company, partnership, firm association, or political subdivision of this State subject to municipal jurisdiction.

   PET — Shall mean a domesticated animal (other than a disability assistance animal) kept for amusement or companionship.

   PET SOLID WASTE — Shall mean waste matter expelled from the bowels of the pet; excrement.

   PROPER DISPOSAL — Shall mean placement in a designated waste receptacle, or other suitable container, and discarded in a refuse container which is regularly emptied by the municipality or some other refuse collector; or disposal into a system designed to convey domestic sewage for proper treatment and disposal.

c. Requirement for disposal. All pet owners and keepers are required 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.

d. The provisions of this Subsection 5-8.7 shall not apply to blind persons who may use dogs as guides.

e. Enforcement. The provisions of this subsection shall be enforced by the police department and the local board of health of the Township of Scotch Plains.

f. Violations and penalty. Any person(s) who is found to be in violation of the provisions of this subsection shall be subject to a fine not to exceed $100.

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TOWNSHIP OF SCOTCH PLAINS

ORDINANCE NO. 2025-12

AN ORDINANCE REPEALING AND REPLACING ARTICLE 2 OF CHAPTER 16 ENTITLED "FLOOD DAMAGE PREVENTION AND STORMWATER MANAGEMENT" §16-20 THROUGH §16-20.7.

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF SCOTCH PLAINS:

SECTION 1. Article 2 of Chapter 16 Entitled "Flood Damage Prevention and Stormwater Management" §16-20 through §16-20.7. of the Township Code of the Township of Scotch Plains is hereby repealed and replaced with the following revised and updated sub-sections:

Chapter 16. Flood Damage Prevention and Stormwater Management

Article II. Stormwater Management

§ 16-20. Stormwater Control Ordinance

§ 16-20.1 Scope and Purpose.

a. Policy Statement. Flood control, groundwater recharge, and pollutant reduction through green infrastructure, nonstructural or low impact techniques shall be explored before relying on structural BMPs. Structural BMPs should be integrated with nonstructural storm water management strategies and proper maintenance plans. Nonstructural strategies include both environmentally sensitive site design and source controls that prevent pollutants from being placed on the site or from being exposed to storm water. Source control plans should be developed based upon physical site conditions and the origin, nature, and the anticipated quantity or amount of potential pollutants. Multiple storm water management BMPs may be necessary to achieve the established performance standards for water quality, quantity, and groundwater recharge.

b. Purpose. It is the purpose of this section to establish minimum stormwater management requirements and controls for "minor development" and "major development," as defined in section **16-20.2**.

c. Applicability.

1. This section shall be applicable to the following major developments:

(a) Non-residential major developments and redevelopment projects; and

(b) Aspects of residential major developments and redevelopment projects that are not pre-empted by the Residential Site Improvement Standards at N.J.A.C. 5:21 et seq.

2. This section shall also be applicable to all major developments undertaken by The Township of Scotch Plains, Board of Education, and other agencies subject to review by the Township.

3. Applicability of this section to major developments shall comply with last amended N.J.A.C. 7:8-1.6, incorporated herein by reference.

4. This section shall be applicable to all minor developments as defined in section **16-20.2.**

d. Compatibility with Other Permit and Ordinance Requirements. Development approvals issued for subdivisions and site plans pursuant to this section are to be considered an integral part of development approvals under the subdivision and site plan review process and do not relieve the applicant of the responsibility to secure required permits or approvals for activities regulated by any other applicable code, rule, act, or ordinance. In their interpretation and application, the provisions of this section shall be held to be the minimum requirements for the promotion of the public health, safety, and general welfare. This section is not intended to interfere with, abrogate, or annul any other ordinance, rule or regulation, statute, or other provision of law except that, where any provision of this section imposes restrictions different from those imposed by any other ordinance, rule or regulation, or other provision of law, the more restrictive provisions or higher standards shall control.

§ 16-20.2 Definitions.

For the purpose of this section, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this ordinance clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory. The definitions used in this ordinance shall be the same as the last amended Stormwater Management Rules at N.J.A.C. 7:8-1.2, incorporated herein by reference.

The following additional terms are defined for this section only.

a. EXEMPT DEVELOPMENT – Shall mean any development that creates an increase of less than 1,000 square feet of impervious area and disturbs less than 4,000 square feet of land. Further, an exempt development shall not meet the definition of "minor development."

b. MINOR DEVELOPMENT – Shall mean any development that results in the creation of an increase of 1,000 square feet or more of impervious area or one that disturbs more than 4,000 square feet of land area. Further, a minor development shall not meet the definition of "major development".

c. MAJOR DEVELOPMENT – Shall mean any 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 one-quarter acre or more of "regulated impervious surface" since February 2, 2004;

3. The creation of one-quarter acre or more of "regulated motor vehicle surface" since March 2,2021; or

4. A combination of 2 and 3 above that totals an area of one-quarter acre or more. The same surface shall not be counted twice when determining if the combination area equals one quarter acre or more.

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 conditions 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".

§ 16-20.3 Design and Performance Standards for Stormwater Management Measures.

b. Exempt Developments. Any project meeting the definition of "exempt development" shall be exempt from the provisions of this section.

c. Minor Developments. Minor developments shall be designed to include the following storm water management measures:

1. Water Quality. Soil erosion and sediment control measures shall be installed in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey.

2. Rate/Volume Control. Seepage pits or other infiltration measures shall be provided with a capacity of three (3") inches of runoff for each square foot of new impervious area. Stone used in the infiltration devices shall be two and one-half (2 1/2") inches clean stone and design void ratio of 33% shall be used. The infiltration measures shall be designed with an overflow to the surface which shall be stabilized and directed to an existing storm water conveyance system or in a manner to keep the overflow on the developed property to the greatest extent feasible. If the new impervious surface is not roof area, an equivalent area of existing roof may be directed to the infiltration system. This shall be permitted where the existing roof is not already directed to infiltration devices.

3. Major Developments. This section establishes design and performance standards for stormwater management measures for major development intended to minimize the adverse impact of stormwater runoff on water quality and water quantity and loss of groundwater recharge in receiving water bodies. Design and performance standards for stormwater management measures shall comply with last amended N.J.A.C. 7:8-5, incorporated herein by reference.

§ 16-20.4 Solids and Floatable Materials Control Standards.

a. Site design features identified under section **16-20.3** above, or alternative designs in accordance with section **16-20.3** above, to prevent discharge of trash and debris from drainage systems shall comply with the following standard to control passage of solid and floatable materials through storm drain inlets. For purposes of this paragraph, "solid and floatable materials" means sediment, debris, trash, and other floating, suspended, or settleable solids. For exemptions to this standard see section **16-20.4.a.2** below.

1. Design engineers shall use one 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; or

   (b) A different grate, if each individual clear space in that grate has an area of no more than seven (7.0) square inches, or is no greater than 0.5 inches across the smallest dimension. 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 system floors used to collect stormwater from the surface into a storm drain or surface water body.

   (c) For curb-opening inlets, including curb-opening inlets in combination inlets, the clear space in that 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.

2. The standard in section **16-20.4.a.1** above does not apply:

   (a) Where each individual clear space in the curb opening in existing curb-opening inlet does not have an area of more than nine (9.0) square inches;

   (b) Where the municipality agrees that the standards would cause inadequate hydraulic performance that could not practicably be overcome by using additional or larger storm drain inlets;

   (c) Where flows from the water quality design storm as specified in the last amended Stormwater Management rules at N.J.A.C. 7:8 et seq. 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:

      (1) A rectangular space four and five-eighths (4.625) inches long and one and one-half (1.5) inches wide (this option does not apply for outfall netting facilities); or

      (2) 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).

(d) Where flows are conveyed through a trash rack that has parallel bars with one-inch (1 inch) spacing between the bars, to the elevation of the Water Quality Design Storm as specified in N.J.A.C. 7:8; or

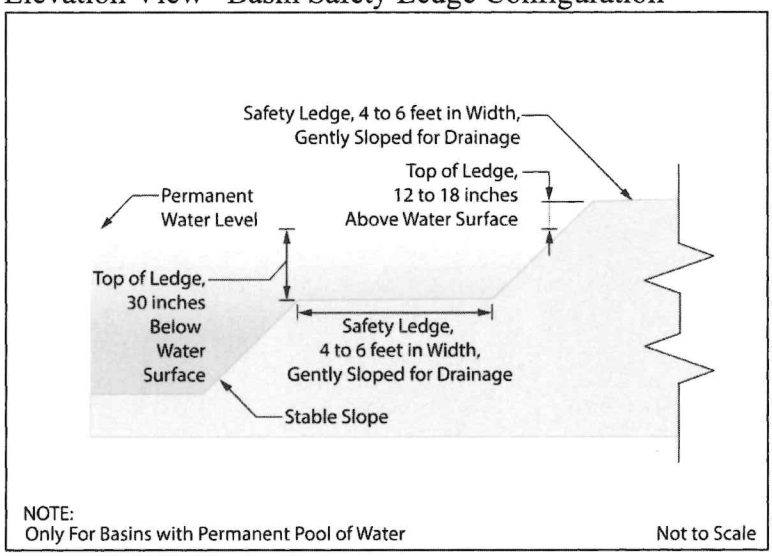
(e) Where the New Jersey Department of Environmental Protection determines, pursuant to the New Jersey Register of Historic Places Rules at N.J.A.C. 7:4-7.2(c), that action to meet this standard is an undertaking that constitutes an encroachment or will damage or destroy the New Jersey Register listed historic property.

§ 16-20.5 Safety Standards for Stormwater Management Basins.

a. This section sets forth requirements to protect public safety through the proper design and operation of stormwater management basins. This section applies to any new stormwater management basin. Safety standards for stormwater management measures shall comply with last amended N.J.A.C. 7:8-6, incorporated herein by reference.

b. Safety Ledge Illustration

Elevation View –Basin Safety Ledge Configuration



§ 16-20.6 Requirements for a Site Development Stormwater Plan.

a. Submission of Site Development Stormwater Plan

1. Whenever an applicant seeks municipal approval of a development subject to this ordinance, the applicant shall submit all of the required components of the Checklist for the Site Development Stormwater Plan at Section **16-20.6.c** below as part of the submission of the application for approval.

2. The applicant shall demonstrate that the project meets the standards set forth in this ordinance.

3. The applicant shall submit 3 copies or the of the materials listed in the checklist for site development stormwater plans in accordance with Section **16-20.6.c** of this ordinance.

b. Site Development Stormwater Plan Approval

The applicant's Site Development project shall be reviewed as a part of the review process by the municipal board or official from which municipal approval is sought. That municipal board or official shall consult the municipality's review engineer to determine if all of the checklist requirements have been satisfied and to determine if the project meets the standards set forth in this section.

c. Submission of Site Development Stormwater Plan

The following information shall be required:

1. Topographic Base Map

The reviewing engineer may require upstream tributary drainage system information as necessary. It is recommended that the topographic base map of the site be submitted which extends a minimum of 200 feet beyond the limits of the proposed development, at a scale of 1"=200' or greater, showing 2-foot contour intervals. The map as appropriate may indicate the following: existing surface water drainage, shorelines, steep slopes, soils, erodible soils, perennial or intermittent streams that drain into or upstream of the Category One waters, wetlands and flood plains along with their appropriate buffer strips, marshlands and other wetlands, pervious or vegetative surfaces, existing man-made structures, roads, bearing and distances of property lines, and significant natural and manmade features not otherwise shown.

2. Environmental Site Analysis

A written and graphic description of the natural and man-made features of the site and its surroundings should be submitted. This description should include a discussion of soil conditions, slopes, wetlands, waterways and vegetation on the site. Particular attention should be given to unique, unusual, or environmentally sensitive features and to those that provide particular opportunities or constraints for development.

3. Project Description and Site Plans

A map (or maps) at the scale of the topographical base map indicating the location of existing and proposed buildings roads, parking areas, utilities, structural facilities for stormwater management and sediment control, and other permanent structures. The map(s) shall also clearly show areas where alterations will occur in the natural terrain and cover, including lawns and other landscaping, and seasonal high groundwater elevations. A written description of the site plan and justification for proposed changes in natural conditions shall also be provided.

4. Land Use Planning and Source Control Plan

This plan shall provide a demonstration of how the goals and standards of Section **16-20.3** is being met. The focus of this plan shall be to describe how the site is being developed to meet the objective of controlling groundwater recharge, stormwater quality and stormwater quantity problems at the source by land management and source controls whenever possible.

5. Stormwater Management Facilities Map

   The following information, illustrated on a map of the same scale as the topographic base map, shall be included:

   (a) Total area to be disturbed, paved or built upon, proposed surface contours, land area to be occupied by the stormwater management facilities and the type of vegetation thereon, and details of the proposed plan to control and dispose of stormwater.

   (b) Details of all stormwater management facility designs, during and after construction, including discharge provisions, discharge capacity for each outlet at different levels of detention and emergency spillway provisions with maximum discharge capacity of each spillway.

6. Calculations

   (a) Comprehensive hydrologic and hydraulic design calculations for the pre-development and post-development conditions for the design storms specified in **16-20.3** of this ordinance.

   (b) When the proposed stormwater management control measures depend on the hydrologic properties of soils or require certain separation from the seasonal high water table, then a soils report shall be submitted. The soils report shall be based on onsite boring logs or soil pit profiles. The number and location of required soil borings or soil pits shall be determined based on what is needed to determine the suitability and distribution of soils present at the location of the control measure.

7. Maintenance and Repair Plan

   The design and planning of the stormwater management facility shall meet the maintenance requirements of Section **16-20.9**.

8. Waiver from Submission Requirements

   The municipal official or board reviewing an application under this ordinance may, in consultation with the municipality's review engineer, waive submission of any of the requirements in Section **16-20.6.c.1** through **16-20.6.c.6** of this ordinance when it can be demonstrated that the information requested is impossible to obtain or it would create a hardship on the applicant to obtain and its absence will not materially affect the review process.

§ 16-20.7 Waivers and Exceptions.

a. Standards for Relief. Waivers from strict compliance with the design standards shall only be granted upon showing that meeting the standards would result in an exceptional hardship on the applicant or that the benefits to the public good of the deviation from the standards would outweigh ANY detriments of the deviation. A hardship will not be considered to exist if reasonable reductions in the scope of the project would eliminate the noncompliance.

b. Mitigation. If the reviewing agency for the project determines that a waiver is appropriate, the applicant must execute a mitigation plan. The scope of the mitigation plan shall be commensurate with the size of the project and the magnitude of the relief required. The mitigation project may be taken from the list of projects in the Municipal Storm water Management Plan. All mitigation projects are subject to the approval of the Township Engineer or Land Use Board Engineer.

c. Reviewing Agency. All applications subject to the review of the Land Use Board shall be reviewed by the Board concurrently with subdivision or site plan review. Applications not subject to Land Use Board review shall be reviewed by the Township Engineer.

d. Appeals. The appeal of the determination of the Township Engineer or Land Use Board shall be made in accordance with N.J.S.A. 40:55D-70a.

§ 16-20.8 Application and Review Fees.

There shall be no additional fees for storm water review for applications to the Planning Board or Board of Adjustment. Minor Development applications to the Township Engineer shall be accompanied by a review fee in the amount of $250. Major Development applications shall be accompanied by a review fee in the amount of $1,000. If a project is approved, an inspection escrow deposit shall be made in an amount to be determined by the Township's contract with the Engineer.

§ 16-20.9 Maintenance and repair.

a. Applicability. Projects subject to review as in **16-20.1.c** of this section shall comply with the requirements of section **16-20.9.b and c**.

b. General maintenance.

1. Maintenance for stormwater management measures shall comply with last amended N.J.A.C. 7:8-5.8, incorporated herein by reference.

2. The following requirements of N.J.A.C. 7:8-5.8 do not apply to stormwater management facilities that are dedicated to and accepted by the municipality or another governmental agency, subject to all applicable municipal stormwater general permit conditions, as issued by the Department:

(a) If the maintenance plan identifies a person other than the property owner (for example, a developer, a public agency or homeowners' association) as having the responsibility for maintenance, the plan shall include documentation of such person's or entity's agreement to assume this responsibility, or of the owner's obligation to dedicate a stormwater management facility to such person under an applicable ordinance or regulation; and

(b) Responsibility for maintenance shall not be assigned or transferred to the owner or tenant of an individual property in a residential development or project, unless such owner or tenant owns or leases the entire residential development or project. The individual property owner may be assigned incidental tasks, such as weeding of a green infrastructure BMP, provided the individual agrees to assume these tasks; however, the individual cannot be legally responsible for all of the maintenance required.

(c) A two year maintenance guarantee shall be required and posted in accordance with N.J.S.A. 40:55D-53.

3. In the event that the storm water 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 14 days to effect maintenance and repair of the facility in a manner that is approved by the Municipal Engineer or his 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. Nonpayment of such bill may result in a lien on the property.

c. Nothing in this section shall preclude the municipality in which the major development is located from requiring the posting of a performance or maintenance guarantee in accordance with N.J.S.A. 40:55D-53.

§ 16-20.10 Violations and Penalties.

Any person who erects, constructs, alters, repairs, converts, maintains, or uses any building, structure or land in violation of this chapter shall be subject to one or more of the following penalties: Imprisonment for a term not exceeding 90 days; a fine not exceeding $2,000; and a period of community service not to exceed 90 days.

§ 16-20.11 Severability:

Each section, subsection, sentence, clause and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase, and the finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.

§ 16-20.12 Effective date.

This Ordinance shall be in full force and effect from and after its adoption and any publication as required by law.

INTRODUCTION: April 29, 2025
ADOPTION: May 20, 2025
FINAL PUBLICATION: May 29, 2025

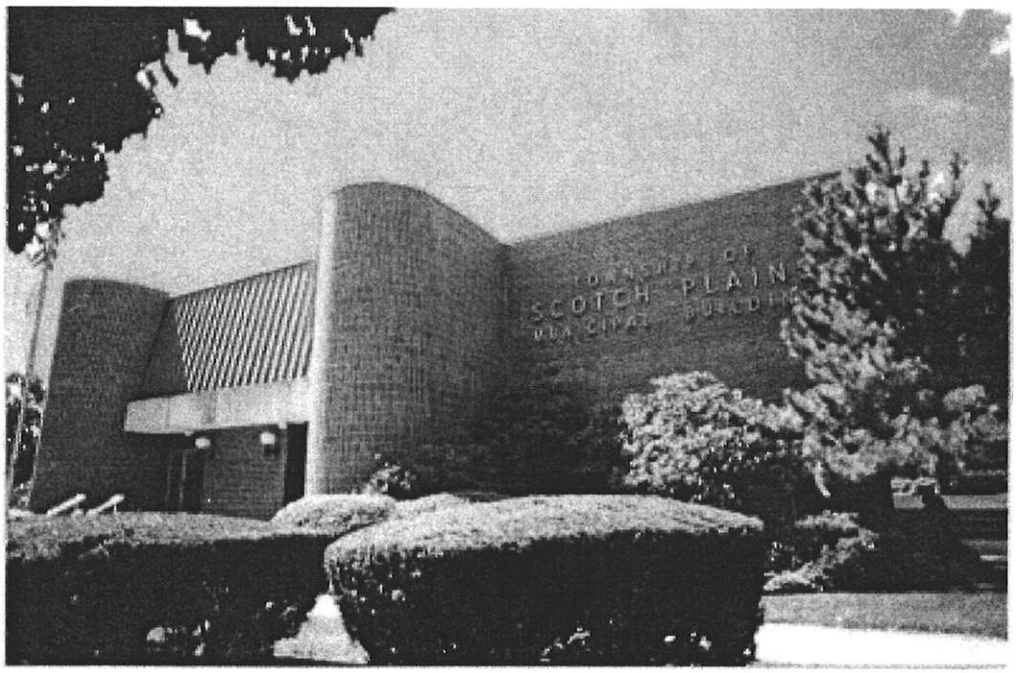
Certified copy of an ordinance adopted at a regular meeting of the Township Council of the Township of Scotch Plains, Union County, New Jersey, on

20 MAY 2025

Bozena Lacina, RMC
Municipal Clerk

[SEAL]

Township of Scotch Plains
Municipal Stormwater Management Plan



April 1, 2016
Update

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Appendices

Appendix A: 2016 Draft Tier A Municipal Stormwater Master General Permit — Rear of Report

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Introduction

This Municipal Stormwater Management Plan (MSWMP) documents the strategy for the Township of Scotch Plains (Township) to address stormwater management primarily in new development and redevelopment projects that involve greater than 1 acre of disturbance. The development of this plan is required by N.J.A.C. 7:14A-25 Municipal Stormwater Regulations.

This Municipal Stormwater Management Plan contains the elements required as described in N.J.A.C. 7:8 Stormwater Management Rules. The plan addresses groundwater recharge, stormwater quantity, and stormwater quality impacts to projects subject to the requirements of N.J.A.C. 7:8 by incorporating stormwater design and performance standards for new major development, defined as projects that disturb one or more acre of land. These standards are intended to minimize the adverse impact of stormwater runoff on water quality and water quantity and the loss of groundwater recharge that provides base flow in receiving water bodies. The plan describes long-term operation and maintenance measures for existing and future stormwater facilities.

The MSWMP includes recommendations for the Township that will serve to extend strict stormwater management design and performance standards to new non-residential development. Stormwater management for new residential development is under the jurisdiction of the Residential Site Improvement Standards (RSIS). These recommendations will result in the Township meeting the requirements of the above referenced NJDEP Stormwater Management Rules as required by its NJPDES Tier A Municipal Stormwater General Permit.

Regulatory Framework

According to the United States Environmental Protection Agency (USEPA) polluted stormwater runoff is a leading cause of impairment to the nearly 40 percent of surveyed U.S. water bodies which do not meet water quality standards. Over land or via storm sewer

systems, polluted runoff is discharged, often untreated, directly into local water bodies. When left uncontrolled, this water pollution can result in the destruction of fish, wildlife, and aquatic life habitats; a loss in aesthetic value; and threats to public health due to contaminated food, drinking water supplies, and recreational waterways.

Mandated by Congress under the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) Stormwater Program is a comprehensive two-phased national program for addressing the non-agricultural sources of stormwater discharges, which adversely affect the quality of our nation's waters. The program uses the NPDES permitting mechanism to require the implementation of controls designed to prevent harmful pollutants from being washed by stormwater runoff into local water bodies.

In response to the requirements of the second phase of the USEPA's national NPDES Phase II regulations published in December 1999, the State of New Jersey developed the Municipal Stormwater Regulation Program. This program addresses pollutants entering our waters from storm drainage systems operated by local, county, state, interstate, and federal government agencies. These systems are referred to as "municipal separate storm sewer systems" or MS4s and are regulated under the New Jersey Pollutant Discharge Elimination System (NJPDES) Rules (N.J.A.C. 7:14A). The NJDEP created four (4) NJPDES Stormwater General Permits for the various small Municipal Separate Storm Sewer System (MS4s). These general permits include the Tier A Municipal Stormwater General Permit, Tier B Municipal Stormwater General Permit, Public Complex Stormwater General Permit, and the Highway Agency Stormwater General Permit.

For each General Permit, NJDEP has mandated Statewide Basic Requirements (herein referred to as SBRs), which include minimum standards, measurable goals, and implementation schedules. The minimum standards are one or more actions that must be taken to comply with the requirement of the permit. The measurable goals are the mechanism for reporting to the NJDEP the progress that the Municipality has made to implement the requirements of the permit and are accomplished primarily through the submittal of an Annual Report and Certification. The implementation schedule sets the deadlines for permit compliance.

All municipalities within the State of New Jersey have been classified as either Tier A or Tier B communities depending on population density as determined in the 2000 United States Census. The Township of Scotch Plains is regulated under the NJPDES Stormwater Tier A General Permit, NJPDES No. NJ0141852, with a unique NJPDES permit number assigned to the Township of NJG0149985. Tier A Municipalities are generally located within the more densely settled regions of the State or along or near the Atlantic Ocean. There are currently 467 listed Tier A Municipalities, which contain about 70 percent of New Jersey's land area and 96 percent of New Jersey's population (2000 census). Tier A Municipalities are found in every county. As part of the permit, several SBRs were mandated and an associated implementation schedule was established (refer to Appendix A of this plan for a copy of the Tier A Permit). To satisfy the permit requirements, each Tier A municipality is required to develop, implement, and enforce a Stormwater Program. The following SBRs apply to all Tier A municipalities, including the Township of Scotch Plains:

1. **Public Notice** – Municipalities must comply with State and local public notice requirements when providing for public participation in the development and implementation of their stormwater program.

2. **Post Construction Stormwater Management in New Development and Redevelopment** – Municipalities shall develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects that discharge into the municipality's small MS4. In it's post construction program, the municipality shall complete the following:

    a. Adopt and reexamine a municipal stormwater management plan (or adopt amendments to an existing municipal stormwater management plan) in accordance with N.J.A.C. 7:8-4.

b. Adopt and implement a municipal stormwater control ordinance or ordinances in accordance with N.J.A.C. 7:8-4. The ordinance(s) will control stormwater from non-residential development and redevelopment projects.

c. 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. 5:21-3).

d. Where necessary to implement the municipal stormwater management plan, the municipal stormwater control ordinance(s) will also:

    i. Control aspects of residential development and redevelopment projects that are not pre-empted by the RSIS; and

    ii. 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.

e. Ensure adequate long-term operation and maintenance (O&M) of Best Management Practice (BMPs).

f. Enforce, through stormwater control ordinance(s) or a separate ordinance, compliance with standards set forth in Attachment C of the permit to control passage of solid and floatable materials through storm drain inlets.

g. Require compliance with the applicable design and performance standards established under N.J.A.C. 7:8 for major development, unless:

i. Those standards do not apply because of a variance or exemption granted under N.J.A.C. 7:8; or

ii. Alternative standards are applicable under an area-wide or Statewide Water Quality Management Plan adopted in accordance with N.J.A.C. 7:15.

3. **Local Public Education** – Each municipality shall develop a local public education program that describes how the municipality will distribute educational information that contains specific information on how educational activities and an educational event will be conducted to satisfy the SBR and BMP topics. The following SBRs are included in the public education program:

a. Distribution of an annual mailing or brochure, provided by the NJDEP, to all residents and businesses of the municipality to cover educational topics such as stormwater/non-point source pollution, storm drain inlet labeling, fertilizer/pesticide use, waste disposal, pet waste, litter, wildlife feeding, and yard waste.

b. Conduct an annual educational "event" in which the informational brochure is made available to the public.

c. Establish a storm drain inlet labeling program and label all storm drain inlets in areas operated by the municipality.

4. **Improper Disposal of Waste** – Tier A municipalities must adopt and enforce the following waste disposal ordinances:

a. Pet Waste – Requires pet owners or their keepers to immediately and properly dispose of their pet's solid waste deposited on their property or any other property, public or private, not owned or possessed by that person.

b. Litter – Adopt and enforce a litter ordinance or enforce the existing State litter statute (N.J.S.A. 13:1E-99.3).

c. Improper Disposal of Waste – Prohibits the improper spilling, dumping, or disposal of materials other than stormwater into the small MS4.

d. Wildlife Feeding – Prohibits the feeding in any public park or on any other property owned or operated by the municipality of any wildlife (excluding confined wildlife in zoos, parks, or rehabilitation centers or unconfined wildlife at educational centers).

e. Yard Waste Ordinance / Collection Program – Prohibits placing non-containerized yard wastes in the street and/or the municipality shall develop a yard waste collection and disposal program.

5. **Illicit Connection Elimination and MS4 Outfall Pipe Mapping** – Each Tier A Municipality must complete the following requirements to identify and eliminate illicit connections:

a. Develop a map showing the end of all MS4 outfall pipes that are operated by the Municipality, and discharge within the municipality's jurisdiction to a surface water body. The map shall show the location and name of all surface water bodies receiving discharges and each pipe shall be assigned an alphanumeric identifier. A copy of the map shall be provided to the NJDEP upon request.

b. Each municipality shall also adopt and enforce an ordinance that prohibits illicit connections to the municipality's MS4.

c. Each municipality shall adopt and implement a program to detect and eliminate illicit connections into the MS4. The program, at minimum, must include an initial inspection of all outfall pipes, and further investigate any found to have dry

weather flow in accordance with Permit requirements. After the completion of the initial inspection of all outfall pipes, Tier A municipalities shall maintain an ongoing program to detect and eliminate illicit connections.

6. **Solids and Floatable Controls** – Each Tier A municipality must take the following actions to reduce the amount of solids and floatable materials from entering surface waters.

   a. Street Sweeping – Municipalities shall sweep all municipally owned curbed streets with storm drains that have a posted speed limit of 35 miles per hour (mph) or less in predominantly commercial areas at a minimum of once each month (conditions permitting).

   b. Storm Drain Inlets – Municipalities are required to retrofit existing storm drain inlets to meet standards listed in Attachment C of the Tier A Permit (Appendix A).

   c. Stormwater Facility Maintenance – Develop and implement a stormwater facility maintenance program for cleaning and maintaining all stormwater facilities in accordance with permit requirements.

   d. Road Erosion Control Maintenance – Develop a roadside erosion control maintenance program to identify and repair erosion along streets operated by the municipality. Tier A municipalities are also required to regularly inspect and maintain the stability of shoulders, embankments, ditches, and soils along these roadways to protect against erosion.

   e. Outfall Pipe Stream Scouring Remediation – Develop and implement a stormwater outfall pipe scouring detection, remediation and maintenance program to detect and control localized stream and stream bank scouring in the vicinity of all outfall pipes operated by the municipality.

7. **Maintenance Yard Operations (Including Maintenance Activities at Ancillary Operations)** – Tier A Municipalities are required to comply with the following maintenance yard operation requirements:

a. De-icing Material Storage – A permanent structure must be constructed with an impermeable floor (completely roofed and walled) for the storage of salt, and other de-icing materials. Once constructed, the municipality is required to regularly inspect and maintain the structure in accordance with permit requirements.

b. Fueling Operations – Develop and implement standard operating procedures (SOPs) for vehicle fueling and receiving of bulk fuel deliveries in accordance with the requirements listed in Attachment D of the Tier A Permit (Appendix A).

c. Vehicle Maintenance – Develop and implement SOPs for vehicle maintenance and repair activities that occur at municipal maintenance yard operations.

d. Good Housekeeping Practices – Implement good housekeeping procedures for all materials and machinery listed in the Inventory Requirements for Municipal Maintenance Yard Operations prepared in accordance with Attachment D of the Tier A permit (Appendix A).

e. Employee Training – Each Tier A municipality shall develop and conduct an annual employee training program to include at minimum the topics and programs specified in the development and implementation of the SBRs specified in the Tier A permit. Each requirement listed in the Tier A permit has a specific implementation schedule based on the effective date of permit authorization. This implementation schedule is summarized in Table 1 (all items completed by Scotch Plains)

Table 1 Tier A Permit Requirement Implementation Schedule for the Township of Scotch Plains	
Implementation Schedule	**Permit Requirement**
April 1, 2004	Ensure public notice requirements are met when developing and implementing the municipal stormwater program.
April 1, 2004	Ensure major development projects comply with RSIS.
April 1, 2004	Ensure adequate O&M of BMPs on municipal property.
April 1, 2005	Develop and Implement Township Stormwater Management Plan.
April 1, 2005	Develop and Implement SPPP.
April 1, 2005	Ensure new municipal storm drain inlets meet design standards.
April 1, 2005	Establish Local Public Education Program.
April 1, 2005	Implement Solids and Floatable Controls programs, including street sweeping, storm drain inlet retrofits, stormwater facility maintenance, and roadside erosion control.
April 1, 2005	Adopt and comply with Maintenance Yard Operations Plan.
April 1, 2005	Implement Employee Training Program.
April 1, 2005	Implement a municipal storm drain inlet labeling program.
May 2, 2005	Submit first Annual Report and Certification to NJDEP.
Oct. 1, 2005	Adopt and enforce improper waste disposal ordinances.
Oct. 1, 2005	Adopt and enforce Illicit Connections ordinance and implement Illicit Connection Elimination Program.
Oct. 1, 2005	Adopt and implement Roadside Erosion Control Program and Outfall Pipe Stream Scouring Detection, Remediation, and Maintenance Program.
April 1, 2006	Ensure adequate O&M of BMPs on private property.
April 1, 2006	Adopt stormwater control ordinances.
April 1, 2006	Ensure new storm drain inlets meet design standards for all projects.
April 1, 2007	Label 50% of municipal storm drain inlets.
April 1, 2007	Complete mapping of one sector of MS4 outfall pipes.
April 1, 2009	Label all municipal storm drain inlets.
April 1, 2009	Complete mapping of all MS4 outfall pipes.
April 1, 2009	Complete NJDEP's Illicit Connection Inspection Report.

General Requirements for Stormwater Management Planning

Subchapter 2 of N.J.A.C. 7:8 includes general requirements for municipal and regional stormwater management planning. For municipal stormwater management planning the requirements are, at a minimum, applicable to management of stormwater related impacts of major developments, defined in this case as new non-residential development or redevelopment projects that ultimately disturb one or more acres of land. Accordingly, this stormwater management plan shall be designed in the context of the following goals for major developments:

- reduce flood damage, including damage to life and property;
- minimize, to the extent practical, any increase in stormwater runoff from any new development;
- reduce soil erosion from any development or construction project;
- assure the adequacy of existing and proposed culverts and bridges, and other in-stream structures;
- maintain groundwater recharge;
- prevent, to the greatest extent feasible, an increase in nonpoint pollution;
- maintain the integrity of stream channels for their biological functions, as well as for drainage;
- minimize pollutants in stormwater runoff from new and existing development to restore, enhance, and maintain the chemical, physical, and biological integrity of the waters of the state, to protect public health, to safeguard fish and aquatic life and scenic and ecological values, and to enhance the domestic, municipal, recreational, industrial, and other uses of water; and
- protect public safety through the proper design and operation of stormwater basins.

To achieve these goals for new development and redevelopment projects, the stormwater control ordinance outlines specific stormwater design and performance standards for new development; preventative and corrective maintenance strategies to ensure long-term effectiveness of stormwater management facilities; and safety standards for stormwater infrastructure to be implemented to protect public safety. Furthermore, the above goals will be considered should additional ordinances related to stormwater-related water quality, groundwater recharge, and water quantity impacts of existing land uses be considered by the Township. Issues with stormwater impacts of replacement and/or reconstruction of buildings and residences on existing lots will be evaluated and the need for additional regulation of such considered. Additionally, consideration of developing new ordinances regarding grading on single family residential lots and for management of steep slopes for the purpose of improved stormwater management will be considered. Finally, consideration will be made in cooperation with the property owners, NRCS, Soil Conservation District, and affected stakeholders,

of mechanisms for improved management of stormwater runoff and groundwater recharge associated with existing and new open space and under-utilized properties.

According to N.J.A.C. 7:8 5.5(h) special water resource protection areas shall be established along all waters designated Category One at N.J.A.C. 7:9B and perennial or intermittent streams that drain into or upstream of the Category One (C1) waters as shown on the USGS Quadrangle Maps or in the County Soil Surveys, within the associated Hydrologic Unit Code 14 (HUC 14) drainage. Figure 1 (Appendix B) illustrates the location of HUC14s and water bodies within the Township. As there are currently no C1 waters within the Township, or within the same HUC14 downstream of the Township, there are no special water resource protection areas designated in Scotch Plains.

Table 2 includes a breakdown of the drainage areas within each of the HUC14s in the Township, by percent of the Township and by percent of the total HUC 14 within the Township.

Table 2
Township of Scotch Plains HUC 14s

HUC 14	Total Sq Miles	Sq Miles Inside Twp	Percent of Twp	Percent of HUC14 in Twp
Green Bk (above/incl. Blue Brook)	6.2	0.4	5%	7%
Green Bk (N Plainfield gage to Blue Bk)	2.5	0.7	8%	28%
Nomahegan Brook	5.2	0.0	0%	0%
Robinsons Br Rahway R (above Lake Ave)	12.5	4.5	50%	36%
Robinsons Br Rahway R (below Lake Ave)	9.6	1.9	21%	20%
Spring Lake Fork of Bound Brook	7.2	1.4	16%	20%
		9.0	100%	

Long Term Goals of the MSWMP

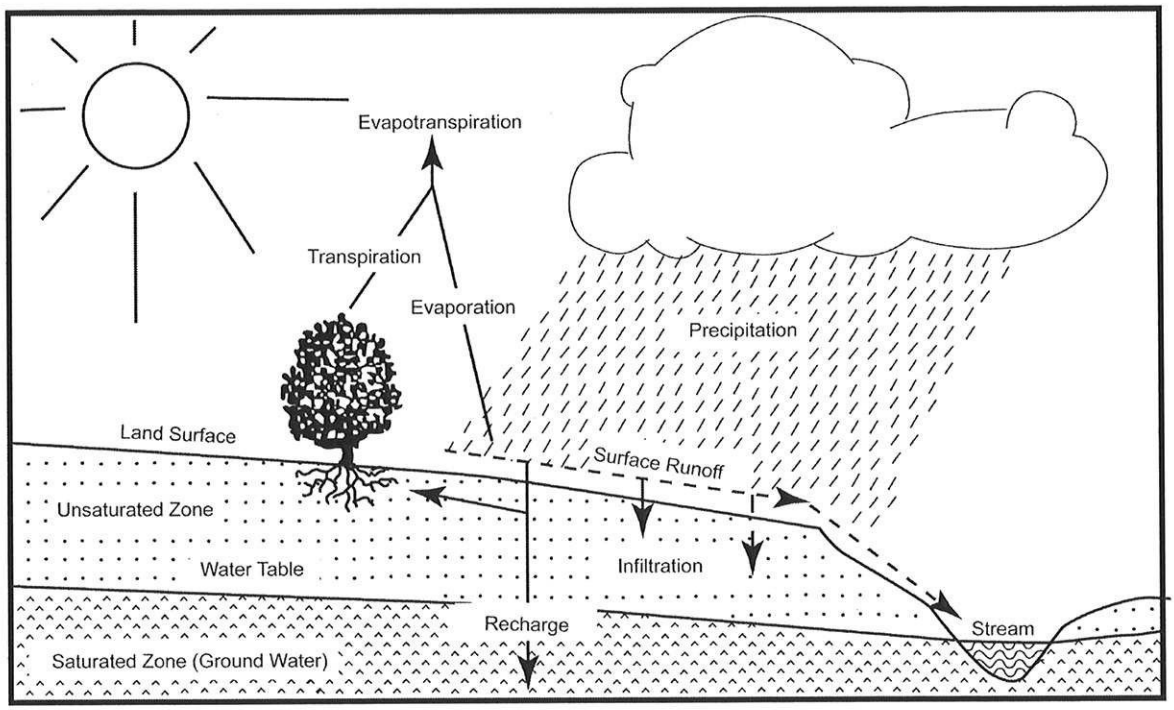
As discussed in the Regulatory Framework Section of this document the municipal stormwater permitting program was founded in response to requirements in the Federal Clean Water Act (CWA). For surface waters of the state, the CWA goals are in part expressed in policy and

standards included in N.J.A.C. 7:9B Surface Water Quality Standards. The standards include requirements for maintenance and protection of the designated uses of surface waters of the state and where economically feasible, are attained wherever these uses are not precluded by natural conditions. Where the instream water quality parameters exceed the applicable state water quality criteria, the water is considered impaired, and the NJDEP may be required to develop a Total Maximum Daily Load (TMDL) for those pollutants for that waterway. When the non-point source pollution component of the TMDL is considered to be contributing to exceedance of water quality parameters action may be necessary by the Township regarding addressing stormwater related impacts of existing land uses.

A TMDL is the amount of a pollutant that can be accepted by a waterbody without causing an exceedance of water quality standards or interfering with the ability to use a waterbody for one or more of its designated uses. The allowable load is allocated to the various sources of the pollutant, such as stormwater and wastewater discharges, which require an NJPDES permit to discharge, and nonpoint source, which includes stormwater runoff from agricultural areas and residential areas, along with a margin of safety. Provisions may also be made for future sources in the form of reserve capacity. An implementation plan is developed to identify how the various sources will be reduced to the designated allocations. Implementation strategies may include improved stormwater treatment adoption of ordinances, reforestation of stream corridors, retrofitting stormwater systems, and other BMPs.

The New Jersey Integrated Water Quality Monitoring and Assessment Report (305(b) and 303(d)) (Integrated List) is required by the federal Clean Water Act to be prepared biennially and is a valuable source of water quality information. This combined report (http://www.state.nj.us/dep/wmm/sgwqt/wat/integratedlist/integratedlist.htm) presents the extent to which New Jersey waters are attaining water quality standards, and identifies waters that are impaired. Sublist 5 of the Integrated List constitutes the list of waters impaired or threatened by pollutants, for which one or more TMDLs are needed.

Stormwater Discussion



Source: New Jersey Geological Survey Report GSR-32.

Figure 2 – Schematic of Hydrologic Cycle

The NJDEP has developed a wealth of stormwater management information both as background for development of the stormwater rules @ N.J.A.C. 7:8 and as support for implementation of the municipal stormwater permitting program. This information has been made readily available on the NJDEP stormwater website at www.njstormwater.org. The full text of the NJ Stormwater BMP manual can be found on that website. Of particular relevance to this section of the MSWMP is Chapter 1 of the manual entitled "Impacts of Development on Runoff", from which the following information was excerpted.

Land development can dramatically alter the hydrologic cycle (See Figure 2 above) of a site and, ultimately, an entire watershed. Prior to development, native vegetation can either directly intercept precipitation or draw that portion that has infiltrated into the ground and return it to the atmosphere through evapotranspiration. Development can remove this beneficial vegetation and replace it with lawn or impervious cover, reducing the site's

evapotranspiration and infiltration rates. Clearing and grading a site can remove depressions that store rainfall. Construction activities may also compact the soil and diminish its infiltration ability, resulting in increased volumes and rates of stormwater runoff from the site. Impervious areas that are connected to each other through gutters, channels, and storm sewers can transport runoff more quickly than natural areas. This shortening of the transport or travel time quickens the rainfall-runoff response of the drainage area, causing flow in downstream waterways to peak faster and higher than natural conditions. These increases can create new and aggravate existing downstream flooding and erosion problems and increase the quantity of sediment in the channel. Filtration of runoff and removal of pollutants by surface and channel vegetation is eliminated by storm sewers that discharge runoff directly into a stream. Increases in impervious area can also decrease opportunities for infiltration, which, in turn, reduces stream base flow and groundwater recharge. Reduced base flows and increased peak flows produce greater fluctuations between normal and storm flow rates, which can increase channel erosion. Reduced base flows can also negatively impact the hydrology of adjacent wetlands and the health of biological communities that depend on base flows. Finally, erosion and sedimentation can destroy habitat from which some species cannot adapt.

In addition to increases in runoff peaks, volumes, and loss of groundwater recharge, land development often results in the accumulation of pollutants on the land surface that runoff can mobilize and transport to streams. New impervious surfaces and cleared areas created by development can accumulate a variety of pollutants from the atmosphere, fertilizers, animal wastes, and leakage and wear from vehicles. Pollutants can include metals, suspended solids, hydrocarbons, pathogens, and nutrients.

As well as increasing pollutant loading, land development can adversely affect water quality and stream biota in more subtle ways. For example, stormwater falling on impervious surfaces or stored in detention or retention basins can become heated and raise the temperature of the downstream waterway, adversely affecting cold water fish species such as trout. Development can remove trees along stream banks that normally provide shading, stabilization, and leaf litter that falls into streams and becomes food for the aquatic community.

Township Background

The Township of Scotch Plains is predominantly a residential community comprising an area of 9.05 square miles. It is located in the western portion of Union County and is bordered by 8 Municipalities: Mountainside Borough and Berkeley Heights Township to the North, Clark Township and Westfield Town to the east, Plainfield City, Watchung Borough and Fanwood Borough to the west, and Edison Township to the south. In the northern section, the Township is bisected east to west by New Jersey Route 22, which serves as the main hub for commercial businesses. In recent years the Township has experienced moderate population growth. According to the 2010 census, the Township of Scotch Plains has a population of 23,510 increasing 3.4 percent from 22,732 in 2000.

The topographical and cultural diversity of Scotch Plains has made the Township an ideal place for people who desire a suburban setting with close proximity to the cultural and economic amenities of Newark and New York City. The Township has a considerable amount of preserved open space and park land, which includes a portion of the Watchung Mountain Reservation in the northern section of the Township and the Ashbrook Swamp Reservation along the south border of the Township.

Based on the FEMA Flood Insurance Study, streambank overflow along the Green Brook, the Cedar Brook, the Winding Brook, and the Robinsons Branch is the principal flood problem within the Township. Such flooding along these rivers has caused damage to some homes and commercial establishments.

As documented on the State Plan Policy Map prepared by the NJ Department of Environmental Protection, all of Scotch Plains Township is delineated as Metropolitan Planning Area (PA1) except for the portions of the Watchung Mountain Reservation and the Ashbrook Swamp Reservation. Metropolitan Planning Areas, or Urban Redevelopment Zones as defined by N.J.A.C. 7:8-1.2 as previously developed portions of areas, are exempt from the

groundwater recharge requirements of the NJDEP Stormwater Management Rules at N.J.A.C. 7:8-5.4-2ii. However, groundwater recharge will be required for projects on sites, or portions of sites within the Metropolitan Planning Area which have not been previously developed. According to the 2002 Land Use data, developed by the NJDEP, a total of approximately 0.6 square miles falls into the category of developable land. Therefore, a small percentage of the Township's land has not been previously developed.

Watersheds

Scotch Plains lies within both the Rahway River and Lower Raritan drainage basins with several tributaries of the Rahway River System and the Lower Raritan System within its borders. The majority of the Township drains to the southeast where multiple tributaries form the Robinsons Branch of the Rahway River system, which flows south to Arthur Kill. The remaining portion of the Township drains to the southwest through tributaries to Green Brook of the Lower Raritan System, which flows to the Raritan River. The Robinsons Branch of the Rahway River flows through the southern portion of the Township while Green Brook and its tributaries flow through the Township's Northern portion. In accordance with Sub-list 5 of the New Jersey Integrated Water Quality Monitoring and Assessment Report some of the waterways within the Township borders are listed as having both a phosphorus, and benthic macroinvertebrates impairment. Based on the 2004 Integrated List, available water quality data indicates a need for development of TMDL's for portions of the Rahway River down stream of Scotch Plains. Currently the need for action in the Township regarding the impairment of the surrounding waterways has not been established by the NJDEP or the USEPA is not known at this time.

A review of the New Jersey Department of Environmental Protection (NJDEP) GIS surface water coverage files indicates that the NJDEP has classified all surface waters in Scotch Plains as "FW2-NT" with the exception of Green Brook and East Branch Green Brook which are classified as "FW2-TM". This indicates that the waterways of the Township, with the exception of Green Brook and East Branch Green Brook, do not support trout, an indicator species used by NJDEP to broadly assess water quality (NJDEP 1998).

The NJDEP has divided the state into 20 Watershed Management Areas (WMA), which conform to topographic and geologic boundaries. Scotch Plains falls within two distinct WMAs, highlighted below:

- WMA 7, Arthur Kill
- WMA 9, Lower Raritan, South River and Lawrence (Northwestern Portion of the Township)

The NJ State GIS currently indicates that there are wellhead protection areas within the Township of Scotch Plains. These areas extend from the southwest border with Edison and Plainfield to the Mountainside border to the north. Additionally wellhead protection areas extend from Clark Township and Westfield Town into eastern Scotch Plains. Currently six (6) New Jersey public community water supply wells have been identified. One (1) non-community water supply well has also been identified and is located in the northwest border of the Township. Due to these wells the Township exhibits extensive coverage of the 2, 5, and 12 Year Time of Travel Protection Areas. Figure 3 (Appendix B) illustrates both the well locations and the associated well protection area.

Protection of groundwater resources is an important part of stormwater management. It requires protection of aquifer recharge areas, where permeable soils and natural drainage patterns permit the infiltration of surface runoff into the underlying geologic structure. Protection of aquifer recharge areas requires, for example, limitations on impervious coverage, and proper management of contaminated stormwater to assure that recharge areas remain open to infiltration of suitable quality water. Groundwater recharge areas have been delineated in the Township and are illustrated on Figure 4 (Appendix B). Recharge infiltration rates within the Township are primarily between 10 to 12 inches per year, with scattered areas exhibiting 13 to 20 inches per year. The central business districts along Route 22 and Route 28 exhibit little to no groundwater recharge due to the extent of impervious coverage.

Wetlands

Wetlands are important natural features that serve a number of purposes. Wetlands act as natural filtering systems for the surface waters that pass through them; they also provide flood control and offer diverse wildlife habitat. The wetlands in Scotch Plains are mainly found along portions of the Robinsons Branch and its tributaries in the southern portion of the Township. According to the Department of Environmental Protection, approximately 16% of the Township is classified as wetlands.

Land Use

Scotch Plains is a predominately suburban community, with several urban sections. The most common land use is residential. Land use data from the New Jersey Department of Environmental Protection (NJDEP) indicates a total of 69% of the Township is urban. The urban classification includes any built features on the land, including residential areas, commercial areas, roads and schools.

Although the Township contains substantial acreages of residential and other developed lands, 14% of the Township is forested. The majority of the forested land in the Township is located within the Watchung Mountain Reservation and Ashbrook Swamp Reservation.

Agricultural land, barren land and open water, which together comprise roughly 1%, make up the remainder of the Townships land use. Barren land is land lacking vegetative cover and lacking a current economic purpose. An abandoned quarry would classify as barren land, but a parking lot would not. Wetlands, as discussed in the previous section, comprise 16% of the Township. Refer to Figure 5 (Appendix B) depicting the detailed land use within the Township.

Topography

The topography of Scotch Plains generally slopes southeast to the municipal line with elevations ranging from 420 feet above mean sea level to 60 feet above sea level. The highest areas within the Township are located in the northwest corner and can be attributed to the Watchung Mountains Reservation.

Soils

As identified by the United States Department of Agriculture and the Natural Resources Conservation Service for the Soil Survey of Union County, New Jersey there are four (4) general soil groups within the Township. These include Boonton-Urban Land-Haledon, Neshaminy-Amwell-Urban Land, Urban Land-Birdsboro-Raritan and Carlisle-Adrian-Passaic-Dunellen soil groups. The following are soil descriptions from the Soil Survey of Union County, New Jersey for the general soil groups within the Township. Refer to Figure 6 (Appendix B) for a detailed illustration of the soil types within the Township.

Boonton-Urban Land-Haledon - Gently sloping to moderately steep, moderately well drained and well drained soils that have a firm, loamy subsoil; Urban land; and nearly level to gently sloping, somewhat poorly drained soils that have a firm, loamy subsoil; on uplands of glacial till.

Neshaminy-Amwell-Urban Land - Gently sloping to steep, well drained, stony soils that have a cobbly subsoil; gently sloping and moderately sloping, moderately well drained and somewhat poorly drained soils that have a very firm, loamy subsoil; and Urban land, on uplands of residuum.

Urban land-Birdsboro-Raritan - Urban land; gently sloping, well drained, loamy soils; and nearly level, somewhat poorly drained soils that have a firm, loamy subsoil; on stratified terraces or glacial outwash.

Carlisle-Adrian-Passaic-Dunellen – Level and nearly level, very poorly drained and poorly drained, mucky or clayey soils and gently sloping and moderately sloping, well drained, loamy soils; in basins or depressions of organic or fine lucustrine deposits and on terraces bordering the basins.

Design and Performance Standards

The Township of Scotch Plains adopted the design and performance standards for stormwater management measures as presented in N.J.A.C. 7:8-5 to minimize the adverse impact of stormwater runoff on water quality and water quantity and loss of groundwater recharge in receiving water bodies. The applicability of the Stormwater Control Ordinance is limited to non-residential developments that ultimately involve one or more acre of disturbance as defined by N.J.A.C. 7:8. The design and performance standards in the ordinance include the language for maintenance of stormwater management measures consistent with the stormwater management rules at N.J.A.C. 7:8-5.8 Maintenance Requirements, and language for safety standards consistent with N.J.A.C. 7:8-6 Safety Standards for Stormwater Management Basins. The ordinance was submitted to the county for review and approval prior to April 1, 2006. Township staff will observe construction of projects to ensure that the stormwater management measures are constructed and function as designed.

Plan Consistency

The Township is not currently within an adopted Regional Stormwater Management Planning Area (RSWMP). If any RSWMPs or TMDLs are developed in the future, this Municipal Stormwater Management Plan will be updated, as appropriate, to be consistent with those programs. The Municipal Stormwater Management Plan is consistent with the Residential Site Improvement Standards (RSIS) at N.J.A.C. 5:21. The municipality will utilize the most current update of the RSIS in the stormwater management review of residential applications. This Municipal Stormwater Management Plan will be updated to be consistent with any future updates to the RSIS.

The Township's Stormwater Management Ordinance requires applicable new development and redevelopment plans to comply with New Jersey's Soil Erosion and Sediment Control Standards. During construction, Township staff will observe on-site soil erosion and sediment control measures and report any inconsistencies to the local Soil Conservation District.

Nonstructural Stormwater Management Strategies

The Township of Scotch Plains has a combined total of less than one square mile of vacant or agricultural lands. Therefore, as per N.J.A.C. 7:8-4.2-(c)10, the Township chooses not to review the Master Plan, Official Map and Ordinances to incorporate nonstructural stormwater management strategies.

Land Use/Build-Out Analysis

The Township of Scotch Plains is almost fully developed with well-established residential neighborhoods and business districts. According to the 2002 Land Use data, developed by the NJDEP, a total of approximately 0.6 square miles falls into the category of developable land. This includes Agricultural areas, Forest areas (excluding the Watchung Reservation), Brush/Shrubland areas, and Barren Lands. Refer to "Figure 5 – Land Use" in Appendix B. In keeping with the goals of the Township's Master Plan the Municipality plans to preserve and strengthen the positive aspects of the Township. Thus substantial new development or redevelopment of municipal land is not expected. Accordingly, a Build Out analysis is not required since the Township has a combined total of less than 1 square mile (640) of vacant or agricultural lands.

Mitigation Plan

A municipal mitigation plan is an optional element of a Municipal Stormwater Management Plan, but is required for a municipality to grant a waiver or exception to the design and performance standards for stormwater runoff quality, stormwater runoff quantity, and groundwater recharge, established under the Stormwater Management rules at N.J.A.C. 7:8-

5.2. At this time, the Township chooses not to implement a mitigation plan and therefore will not grant any waivers or exceptions to their stormwater control ordinance.

APPENDIX A

TIER A 2016 DRAFT MUNICIPAL STORMWATER MASTER GENERAL PERMIT

State of New Jersey
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Mail Code – 401-02B
Division of Water Quality
P.O. Box 420
Trenton, NJ 08625-0420
Phone: (609) 633-7021 / Fax: (609) 984-7938

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

BOB MARTIN
Commissioner

NOTICE OF PRELIMINARY DRAFT RENEWAL – MASTER GENERAL PERMIT NJ0141852

Date: February 8, 2016

To: Tier A Municipalities and Other Interested Parties

Re: Preliminary Draft Renewal of Master General Permit No. NJ0141852 (Category Code R9)
For Tier A Municipal Separate Storm Sewer Systems (aka the Tier A MS4 NJPDES Permit)

Dear Interested Party:

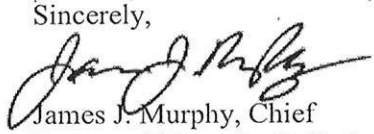
The New Jersey Department of Environmental Protection (the Department) has prepared a Preliminary Draft Renewal of the Tier A MS4 NJPDES Permit. The Department is interested in your comments on the preliminary draft permit. The Tier A MS4 NJPDES Permit authorizes the discharge of stormwater from MS4s owned or operated by Tier A Municipalities in the State of New Jersey. The conditions of this permit were last renewed in 2009, expired on February 28, 2014, and continue in force pending completion of the renewal process (see N.J.A.C. 7:14A-2.8).

The purpose of a preliminary draft permit is to solicit input prior to the issuance of the draft permit. The Department will not formally respond to comments received on the preliminary draft but will consider them during preparation of a draft permit. The Department will then issue a draft permit; solicit formal comments; and issue a response to comments document with the final permit decision (see N.J.A.C. 7:14A-15). Comments on the preliminary draft permit may be submitted as described below.

The Tier A MS4 permit program has been in place since 2004. As a result, most municipalities have developed a stormwater program that complies with the core requirements of this preliminary draft renewal. While there are some new requirements, the preliminary draft permit was prepared in recognition of the resource constraints faced by many New Jersey municipalities. Many conditions are unchanged or clarified from the 2009 NJPDES MS4 permit, and most new requirements are phased in over time.

The preliminary draft permit and support documents are posted at www.nj.gov/dep/dwq/tier_a_draft.htm. Comments on the preliminary draft permit shall be submitted in writing and may be emailed to ms4predraft@dep.nj.gov or mailed to the address on this letterhead, Attention: "Comments on Tier A MS4 Preliminary Draft Renewal (NJ0141852)". All materials supporting a comment shall be included in full and may not be incorporated by reference. Please submit written comments by April 15, 2016.

Sincerely,



James J. Murphy, Chief
Bureau of Nonpoint Pollution Control

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	N.J.A.C. 7:14A-6.10 & 6.8(h)
Hotline/Two Hour & Twenty-four Hour Reporting	N.J.A.C. 7:14A-6.10(c) & (d)
Written Reporting	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. 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

      i. This permit authorizes all new and existing stormwater discharges to surface water or ground water from small MS4s (as defined at N.J.A.C. 7:14A-1.2) owned or operated by Tier A Municipalities except as provided in Part II A.3 below.

      ii. This permit authorizes certain stormwater discharges from municipal maintenance yards and other ancillary operations (see Part IV.B.5.c).

   b. Eligible Non-Stormwater Discharges – Except as identified in Part II A.3.e below, the following new and existing non-stormwater discharges from small MS4s 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 residential swimming pool discharges (including associated filter backwash);

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.A.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.state.nj.us/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.

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.state.nj.us/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 A.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.

B. 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.state.nj.us/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 a RFA for the expansion (e.g. new residential development) of an existing small MS4.

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

a. New RFA's 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 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 per 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.

C. 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 from the MS4 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 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.

5. 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

PART III

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 submit an Annual Report and Certification is found at Part IV.G of this permit.

Preliminary Draft

PART IV

SPECIFIC REQUIREMENTS: NARRATIVE

NOTES AND DEFINITIONS

A. Notes

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. "GIS" – Geographic Information System

v. "MS4" – Municipal Separate Storm Sewer System

vi. "MSWMP" – Municipal Stormwater Management Plan

vii. "MSRP" – Municipal Stormwater Regulation Program

viii. "MTD" – Manufactured Treatment Device

ix. "N.J.A.C." - New Jersey Administrative Code

x. "NJPDES" - New Jersey Pollutant Discharge Elimination System

xi. "N.J.S.A." - New Jersey Statutes Annotated

xii. "RSIS" – Residential Site Improvement Standards

xiii. "SPPP" – Stormwater Pollution Prevention Plan

xiv. "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 Stormwater 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 Objective of the Tier A MS4 NJPDES Permit).

3. Department Resources for Guidance Relating to MS4 Issues

a. MS4 main website and related links: www.state.nj.us/dep/dwq/msrp_home.htm

b. MS4 Tier A Guidance document: www.state.nj.us/dep/dwq/tier_a_guidance.htm

c. Construction Site Stormwater Runoff: www.state.nj.us/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.njstormwater.org

g. Public education for stormwater pollution: www.cleanwaternj.org

h. Clean Communities, a statewide litter abatement program: www.njclean.org

i. Geographic Information System Standards: www.state.nj.us/dep/gis/standards.html

j. 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: water.epa.gov/polwaste/npdes/stormwater/Municipal-Separate-Storm-Sewer-System-MS4-Main-Page.cfm

b. EPA's National Menu of Stormwater Best Management Practices: www.epa.gov/national-pollutant-discharge-elimination-system-npdes/national-menu-best-management-practices-bmps

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: water.epa.gov/type/oceb/marinedebris/

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 other 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 _____. [THE DAY BEFORE THE PROJECTED EFFECTIVE DATE OF THIS PERMIT]

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 or as specified 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 _____. [THE PROJECTED EFFECTIVE DATE OF THIS PERMIT].

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 can not 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 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" as defined at N.J.A.C. 7:8-1.2 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.

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.

Preliminary Draft

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 which serve to reduce the discharge of pollutants from the Tier A Municipality's MS4 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.

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 and Attachment A.

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 is also referred to as the post construction stormwater management program in this permit. See Part IV.B.4. Any MSWMP that complies with N.J.A.C. 7:8 also complies with this condition and Part IV.B.4.f.

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 (Measureable Goals and Implementation Schedule). See Part IV.A.2.a and IV.F.

c. The Tier A Municipality shall submit an Annual Report and Certification summarizing the status of compliance with this permit. See Part IV.G.

d. The Tier A Municipality shall adopt, amend, implement and enforce a written MSWMP. See Part IV.A.2.b and B.4.f.

e. The Tier A Municipality shall modify and update its stormwater program (including necessary modification to applicable plans and ordinances) to conform with applicable legislation or duly promulgated regulations required by this permit to implement the permittee's stormwater program

to resolve conflicts between any of the documents required by this permit. Such modification shall be completed and effective within one year of 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 MWSMP (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;

ii. Post the current SPPP on its website to the extent required by Part IV.F.1.f; and

iii. Post the current MSWMP and related ordinances on its website. See Part IV.B.4.f, 4.g, 5.a, and 6.d and N.J.A.C. 7:8-4.4(e).

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.

d. The Tier A Municipality shall maintain records necessary to demonstrate compliance with the public participation requirements of a, above.

e. The Tier A Municipality shall meet the minimum standards of this permit, and the measureable goals (including any recordkeeping) and implementation schedules for Public Involvement and Participation specified in Attachment A (Measureable 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 to involve the public in reducing pollutants in stormwater 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 as set forth in Attachment B (Points System for Public Education and Outreach Activities). 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 Chapter 5 of the Tier A Municipal Guidance document (www.state.nj.us/dep/dwq/tier_a_guidance.htm) for specific measures. This requirement shall include the following:

   i. All storm drain inlets along municipal streets with sidewalks;

   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. The Tier A Municipality shall meet the minimum standards of this permit, and the measureable goals (including any recordkeeping) and implementation schedules for Local Public Education and Outreach specified in Attachment A (Measureable 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.A.3.b and www.state.nj.us/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 a more stringent standard is specified by the 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 are less than one acre that are part of a larger common plan of development or sale (e.g. phased residential development).

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.

d. The Tier A Municipality shall review and analyze development applications for compliance with N.J.A.C. 7:8 et seq. even if a 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 within thirty days of the effective date of the plan. See Part IV.B.1.b.iii;

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.njstormwater.org/bmp_manual2.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.njstormwater.org 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.3.a, owned or operated by the Tier A Municipality; and

ii. Pursuant to Part IV.C.3.b, not owned or operated by the Tier A Municipality.

k. For each structural and non-structural stormwater measure (e.g. basins, manufactured treatment devices, 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. The Tier A Municipality shall meet the minimum standards of this permit, and the measureable goals (including any recordkeeping) and implementation schedules for Post Construction Stormwater Management in New Development and Redevelopment specified in Attachment A (Measureable 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 Chapter 7 of the Tier A Municipal Guidance document (www.state.nj.us/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 Chapter 7 of the Tier A Municipal Guidance document (www.state.nj.us/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 Chapter 7 of the Tier A Municipal Guidance document (www.state.nj.us/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.A.2.b. See Chapter 7 of the Tier A Municipal Guidance document (www.state.nj.us/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 Chapter 7 of the Tier A Municipal Guidance document (www.state.nj.us/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.state.nj.us/dep/dwq/tier_a.htm.

vii. Additional ordinance requirements of this permit are found at Part IV.B.4.g above and Part IV.B.6.d 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:** This permit authorizes stormwater discharges from municipal maintenance yards and other ancillary operations owned or operated by the Tier A Municipality, provided the Tier A Municipality implements the best management practices described in Attachment E (Best Management Practices for Municipal Maintenance Yards and Other Ancillary Operations). 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 and Catch Basin Clean Out 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. 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.

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.

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 and the National Menu of Stormwater Best Management Practices at www.epa.gov/national-pollutant-discharge-elimination-systePrm-npdes/national-menu-best-management-practices-bmps.

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.

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 and catch basin clean out material storage; yard trimmings and wood waste management sites. See Part IV.B.5.c.

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.

viii. Stormwater Facility Maintenance – Provide training annually on inventory and mapping of stormwater facilities, maintenance of inventoried stormwater facilities, and catch basin and inlet cleaning methods. See Part IV.C.1, 2 and 3, and Part IV.B.5.b.ii.

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 and B.4.

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.

xi. Training may also be conducted on stormwater-related topics that serve an educational purpose for employees.

e. **Stormwater Management Rules Related Training (N.J.A.C. 7:8)**: 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 training regarding the Stormwater Management rules and Best Management Practices Manual (see www.njstormwater.org/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. Individuals that will review stormwater management design and have not received this training 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 obtained within five calendar years prior to EDPA qualifies towards this requirement.

f. **Municipal Board and Council Member Related Training**: The Tier A Municipality shall ensure that municipal board and council 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.njstormwater.org/training.htm. 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. Training must be completed by current municipal board and council 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 council members must review at least of one of the tools offered under Post-Construction Stormwater Management found at the website above.

g. The Tier A Municipality shall meet the minimum standards of this permit, and the measureable goals (including any recordkeeping) and implementation schedules for Pollution Prevention / Good Housekeeping for Municipal Operators specified in Attachment A (Measureable 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 that are Existing Permittees 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 up until completion of a Stormwater Facilities Map pursuant to Part IV.C.2, below;

ii. Be included in the SPPP;

iii. Be replaced with a map meeting the requirements of Part IV.C.2, below on or before EDPA + 48 months.

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:

i. The Tier A Municipality shall inspect each outfall pipe which discharges to a stream for localized stream scouring. Each outfall pipe shall be inspected at least once every five years;

ii. Any outfall pipes newly identified while completing the inventory required at Part IV.C.1, below shall be inspected by the Tier A Municipality for localized stream scouring;

iii. The Tier A Municipality shall document upstream stressors contributing to stream scouring identified in i and ii, above; each identified stressor shall be investigated; and (1) where stressors are located on property owned or operated by the Tier A Municipality, corrective action shall be taken by the municipality or (2) where stressors are located on property not 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.3.b, below.

iv. Any maintenance or repairs identified in iii(1) above, and any required maintenance program enforcement identified in iii(2) above, shall be prioritized, scheduled and completed. If not completed, a schedule for completion shall be maintained.

v. All maintenance or repairs to stormwater facilities shall be made in accordance N.J.A.C 7:8 and all stream scouring restoration 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.

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. See Chapter 6 of 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. Conduct visual inspection of 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;

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 actions taken using the Departments Illicit Connection Inspection Report Form. See www.state.nj.us/dep/dwq/tier_a_forms.htm;

v. Inspect any outfall pipes newly identified for illicit discharges while completing the inventory required at Part IV.C.1, below;

vi. Investigate dry weather flows discovered during routine inspection and maintenance of other elements of the MS4; and

vii. Investigate 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 Chapter 7 of the Tier A Municipal Guidance document (www.state.nj.us/dep/dwq/tier_a_guidance.htm) for a sample ordinance.

e. The Tier A Municipality shall meet the minimum standards of this permit, and the measureable goals (including any recordkeeping) and implementation schedules for MS4 Outfall Pipe

Mapping, and Illicit Discharge and Scouring Detection and Control specified in Attachment A (Measureable Goals and Implementation Schedule).

C. Other Control Measures

1. Minimum Standards for Stormwater Facilities Inventory

a. The Tier A Municipality shall develop, update and maintain an inventory of, at a minimum, stormwater facilities identified in Part IV.C.1.b, below, and located within the municipality, including:

i. Those owned or operated by the Tier A Municipality; and

ii. Those not owned or operated by the Tier A Municipality and not subject to the conditions of another NJPDES stormwater permit.

b. The inventory shall consist of the following types of stormwater facilities, at a minimum:

i. Outfall pipes (specifically, at the endpoint of the discharge);

ii. Stormwater management basins;

iii. Subsurface infiltration/detention systems which are approved by the Tier A Municipality under Part IV.B.4 (Post Construction Stormwater Management in New Development and Redevelopment) after EDPA (not including those associated with a residential lot with one single family house);

iv. Manufactured treatment devices (MTDs); and

v. Green infrastructure which is approved by the Tier A Municipality under Part IV.B.4 (Post Construction Stormwater Management in New Development and Redevelopment) after EDPA or which is identified as part of any Combined Sewer Overflow Long Term Control Plan pursuant to the National Policy for CSO Controls adopted by New Jersey at N.J.A.C. 7:14A-11.12 Appendix C.

c. The inventory shall:

i. Include Type of Stormwater Facility, Coordinates (in accordance with item ii below), Permittee Generated Identification Number, Road Name, Owner, Tax Map Number, Block and Lot (where applicable) of each item inventoried;

ii. Include locational coordinates collected in accordance with N.J.A.C. 7:1D-Appendix A (see NJ GIS protocol at www.state.nj.us/dep/gis/standards.html);

iii. Be populated and maintained in an electronic format provided by the Department, unless otherwise specifically approved in writing by the Department;

iv. Be provided to the Department each year as an attachment to the Annual Report and Certification, or if restricted by file size, via mail delivery on another storage media such as flash drives, CD or DVD to NJDEP-DWQ-BNPC, Mail Code 401-02B, PO Box 420, Trenton, NJ 08625-0420; and

v. Be completed listing all facilities in Part IV.C.1.a and b, above by EDPA + 36 months.

d. The Tier A Municipality shall meet the minimum standards of this permit, and the measureable goals (including any recordkeeping) and implementation schedules for Stormwater Facilities Inventory specified in Attachment A (Measureable Goals and Implementation Schedule).

2. Minimum Standards for Stormwater Facilities Map

a. The Tier A Municipality shall develop and maintain a stormwater facilities map including, at a minimum, the components identified in Part IV.C.1 above by EDPA + 48 months. This map shall utilize the coordinates collected pursuant to Part IV.C.1.c.ii.

b. The stormwater facilities map shall be maintained by the Tier A Municipality and made available to the Department upon request.

c. Upon achieving compliance with this section, the MS4 Outfall Pipe Map specified at Part IV.B.6.a is no longer required.

d. The Tier A Municipality shall meet the minimum standards of this permit, and the measureable goals (including any recordkeeping) and implementation schedules for Stormwater Facilities Mapping specified in Attachment A (Measureable Goals and Implementation Schedule).

3. 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 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.

   ii. The Tier A Municipality shall maintain a log sufficient to demonstrate compliance with this section; including but not limited to a list of all inspections performed, name of inspector, date of inspection, findings, and any preventative and corrective maintenance performed. Example Maintenance Logs and Inspection Records forms are available at www.njstormwater.org/maintenance_guidance.htm

   iii. The Tier A Municipality shall certify annually that municipally owned and 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 Part IV.B.6.b, above; and (4) to address any specific sources of stormwater related pollutants identified pursuant to Part IV.C.4, 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 and not subject to the conditions of another NJPDES stormwater permit.

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.

ii. The Tier A Municipality shall maintain a log sufficient to demonstrate compliance with this section; including but not limited to a list of all actions taken by the municipality to enforce compliance with the long-term cleaning, operation and maintenance program.

c. The Tier A Municipality shall maintain copies of all maintenance plans for stormwater facilities approved after the effective date of the Tier A municipality's stormwater control ordinance. The Tier A municipality shall make copies of these maintenance plans available to the Department upon request.

d. The Tier A Municipality shall meet the minimum standards of this permit, and the measureable goals (including any recordkeeping) and implementation schedules for Stormwater Facilities Maintenance specified in Attachment A (Measureable Goals and Implementation Schedule).

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

a. Incorporation of TMDL Information Into the SPPP

i. The Tier A Municipality shall annually identify stormwater related pollutants listed in approved or adopted TMDL reports and associated with any segment of surface water wholly or partially within or bordering the Tier A Municipality;

ii. The Tier A Municipality shall annually review the approved or adopted TMDL reports identified in Part IV.C.4.a.i, above;

iii. The Tier A Municipality shall use TMDL information to (1) prioritize stormwater facility maintenance including schedules for repairs required at Part IV.B.6.b.iv and C.3.a.iv, above; and (2) identify and develop opportunities to address specific sources of stormwater related pollutants contributing to discharges authorized under this Tier A MS4 NJPDES permit. Opportunities may include, for example, establishment of local requirements or incentives to maximize onsite stormwater retention or infiltration by reducing impervious surface in previously developed areas not specifically regulated under N.J.A.C. 7:8; and

iv. The Tier A Municipality shall update its SPPP to list information identified in Part IV.C.4.a.i, above; and incorporate any strategies identified in Part IV.C.4.a.iii, above as an Optional Measure. See Part IV.E and Part IV.F.1.c, below.

b. The Tier A Municipality shall meet the minimum standards of this permit, and the measureable goals (including any recordkeeping) and implementation schedules for Total Maximum Daily Load (TMDL) Information specified in Attachment A (Measureable 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 Chapter 2 of the Tier A Municipal Guidance document www.state.nj.us/dep/dwq/tier_a_guidance.htm) that:

i. Identifies the person designated as the Municipal Stormwater Program 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 measureable goals, implementation schedules, record keeping and other requirements in Attachment A (Measureable Goals and Implementation Schedule).

b. The Tier A Municipality's Municipal Stormwater Program 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 (Measureable 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;

c. A principal executive officer or ranking elected official of the Tier A Municipality may assign this responsibility 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 Part IV.F.2.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 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

a. The Tier A Municipality shall designate a Municipal Stormwater Program 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 control measure(s);

ii. The particular 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. The Tier A Municipality shall submit the Annual Report and Certification to the Department through the Regulatory Services Portal (instructions at www.nj.gov/dep/dwq/tier_a.htm) on or before May 1st of each year.

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 on-site 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, above; (2) which NJPDES permit conditions will be satisfied by another entity; and (3) the name of the governmental, private, or nonprofit entity.

Preliminary Draft

Attachment A – Measurable Goals and Implementation Schedule

General

The following table specifies the Measurable Goals and Implementation Schedule of this Tier A MS4 NJPDES Permit. 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 often as needed.** 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 detailed recordkeeping as appropriate;
- 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 they 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

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.	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 (excluding inspection logs and other recordkeeping required by this permit) 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

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?
Label storm drain inlets, maintain the legibility of those labels, and replace labels that are missing or not legible along streets with sidewalks 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.	EDPA	No
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.	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.	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.	EDPA	Yes
Pollution Prevention/Good Housekeeping - Community Wide Ordinances				
Adopt and enforce a pet waste ordinance.	IV.B.5.a.i	Certify in each annual report the date the ordinance was adopted and that it is being enforced.	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.	EDPA	No
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.	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 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.	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.	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.	EDPA	No
Pollution Prevention/Good Housekeeping - Community Wide Measures				
Develop and continue to implement street sweeping measures.	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 cubic yards or wet tons. Include totals in the Annual Report.	EDPA	No
Develop and continue to implement catch basin and storm drain inlet inspection and cleaning measures.	IV.B.5.b.ii	Certify in each annual report that a catch basin and storm drain inlet inspection and cleaning schedule, and a log indicating the number of catch basins and inlets inspected and cleaned is being maintained. Maintain records documenting the amount of materials collected in cubic yards or wet tons during cleaning activities. Include totals in the Annual Report.	EDPA	Modified
Develop and continue to implement storm drain inlet retrofit measures.	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.	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?
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.	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
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

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 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).	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 received the required training, and maintain a list of the names and dates that individuals received training.	EDPA + 12 months	Yes
Ensure that current Municipal Board and Council 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 Council 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 council member have completed the necessary training, and maintain a list of the names and dates that individuals completed training.	EDPA + 6 months	Yes
MS4 Outfall Pipe Mapping and Illicit Discharge and Scouring Detection and Control				
Develop, update and maintain an MS4 Outfall Pipe Map.	IV.B.6.a	Certify in each annual report that the MS4 Outfall Pipe Map is updated until compliance with the Stormwater Facilities mapping requirement at Part IV.C.2.a is achieved.	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?
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 and maintain a log indicating the number and location of outfall pipes inspected, and repairs performed. Certify in the annual report that a repair schedule has been prepared for those that have not been completed.	EDPA + 12 months	Modified
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. Document all investigations and actions taken on the Department's Illicit Connection Inspection Report Form.	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.	EDPA	No
Stormwater Facilities Inventory				
Develop, update and maintain an inventory of specific stormwater facilities owned or operated by the Tier A Municipality; and those not owned or operated by the Tier A Municipality and not subject to the conditions of another NJPDES stormwater permit.	IV.C.1	Certify in each annual report that stormwater facilities as identified in Part IV C.1 have been included in the inventory and that the inventory includes the required information. Submit this inventory to the Department with the annual report or as otherwise specified at Part IV.C.1.c.iv	EDPA + 36 months	Yes
Stormwater Facilities Map				
Develop, update and maintain a map of stormwater facilities in the stormwater facilities inventory required in Part IV.C.1.	IV.C.2.	Certify in each annual report that the stormwater facilities map is updated and uses the coordinates collected in the inventory. Make the map available to the Department upon request. Once compliance is achieved with this section, the mapping requirement at Part IV.B.6.a is no longer required.	EDPA + 48 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?
Stormwater Facilities Maintenance				
Develop, update and implement a stormwater facility maintenance program (long-term cleaning, operation and maintenance) for stormwater facilities owned or operated by the Tier A Municipality.	IV.C.3.a	Certify in each annual report that all municipally owned and operated stormwater facilities are properly functioning. 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.	EDPA	Modified
Develop, update, implement and enforce a maintenance program (long-term cleaning, operation and maintenance) for stormwater facilities not owned or operated by the Tier A Municipality.	IV.C.3.b	Certify in each annual report that maintenance is being performed pursuant to any maintenance plan for all stormwater facilities not owned or operated by the Municipality. Maintain a log sufficient to demonstrate compliance with this section; including but not limited to a list of actions taken by the municipality to enforce compliance.	EDPA	Modified
Maintain copies of all maintenance plans for stormwater facilities approved after the effective date of the Tier A Municipality's stormwater control ordinance, and make them available to the Department upon request.	IV.C.3.c	Certify in each annual report that copies of all maintenance plans are kept on file.	EDPA + 12 months	Yes
Total Maximum Daily Load (TMDL) Info.				
Identify annually stormwater related pollutants listed in approved or adopted TMDL reports, review these reports, prioritize maintenance, identify opportunities to address sources, develop strategies and Optional Measures, and update the SPPP as necessary.	IV.C.4.a	Certify in each annual report that approved or adopted TMDLs have been identified and reviewed, opportunities identified and strategies/Optional Measures developed and incorporated into the SPPP.	EDPA + 12 months	Yes

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 to involve the public in reducing pollutants in stormwater 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 six categories found below. 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.

For Tier A Municipalities that partially drain into Combined Sewer Systems, Category 6 describes priority education and outreach activities for these communities. Activities that are conducted as part of the effort to reduce or eliminate Combined Sewer Overflow (CSO) discharges and that focus on reducing stormwater inputs that impact CSO discharges as part of the Long Term Control Plan are priority activities for these Tier A municipalities.

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.	1
Newspaper Ad	Use Department created and approved stormwater education materials available on www.cleanwaternj.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.cleanwaternj.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 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 owners of stormwater facilities not owned or operated by the municipality highlighting the importance of proper maintenance of stormwater measures. Include links to the maintenance guidance posted on NJDEP web pages.	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
Pet Owner Education	Include a message in pet license renewal literature highlighting the requirements and environmental benefits of the Pet Waste ordinance. Provide a link to the municipal website where the ordinance is posted	1
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.state.nj.us/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 publically	3

	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.	
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. Clean-ups receive 1 credit per event, with a maximum of 3 credits allowed.	3

Category 4: Watershed Collaboration		
Activity	**Description**	**Points**
Regional Stormwater Collaboration	Participate in a regional stormwater or other watershed-based group on a quarterly basis for one year to discuss impaired waterbodies, TMDLs, or watershed restoration plans that address those waterbodies. Evaluate, develop and implement remedies that resolve stormwater-based issues within the affected waterbody or watershed.	3

Category 5: Community Involvement Activities		
Activity	**Description**	**Points**
Volunteer Stormwater Mapping or Stream Monitoring	Establish a volunteer stormwater 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 AmeriCorps NJ Watershed Ambassador Program or review USEPA National Directory of Volunteer Monitoring Programs.	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 a 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 green infrastructure, stormwater facility, or CSO related gray and green infrastructure sites that describe the function and importance of the facility, contact phone number, municipal identification number, and/or website for more information. Signs receive 0.5 credits per sign. A maximum of 5	5

	credits are allowed.	

Category 6: Priority Activities for MS4 Municipalities that Impact CSOs		
Activity	**Description**	**Points**
Regional Community Collaboration	Participate in regional community collaboration on a regular basis as part of the Long Term Control Planning Process for addressing CSOs. Evaluate, develop and implement remedies that resolve stormwater-based issues impacting CSO discharges.	3
Green Infrastructure Workshop	Organize or participate in a rain barrel, rain garden or other green infrastructure workshop for community residents. This could be a partnership exercise with a local watershed organization, utility, university, school, youth/faith based group, and/or other organization.	3
Stormwater Facility Signage	Post signs at CSO related gray and 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
Community Activity	Organize or participate in the organization of a community 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
Mural	Produce and maintain (for credit in subsequent years) the planning and painting of a stormwater impacts themed mural, storm drain art or other artwork at a local downtown/commercial area, school, park, or other similar public venue.	2
School Presentations	Provide educational presentation(s) and/or activities that relate to stormwater impacts to local preschool, elementary, middle, and/or high school classes using municipal staff or local partner organizations. For ideas, see information at www.state.nj.us/dep/seeds. Presentations receive 1 credit per presentation, with a maximum of 5 credits allowed.	5

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:

- 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 are less than one acre that are part of a larger common plan of development or sale (e.g. phased residential development);
- Tier A Municipality owned or operated storm drain inlets that are 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. condomium association) that are 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.state.nj.us/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. 5:21include 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 Standars 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 NA
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 NA
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 NA
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 NA
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.

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 should 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 should include manual sticking/gauging of the tank before each use. Tank should 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.

   e. Containment structures shall be emptied and taken out of service immediately upon detection of a leak. Complete all necessary repairs to insure 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 structures clean-outs including date and method of removal, mode of transportation (including name of hauler if applicable) and the location of disposal.

   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.

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 and Catch Basin Clean Out Material Storage

1. For the purposes of this permit, 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 wastes. Road cleanup materials do not include liquids, wastes which are removed from municipal sanitary sewer systems or road cleanup material which constitute 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 minimize 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

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

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 _____

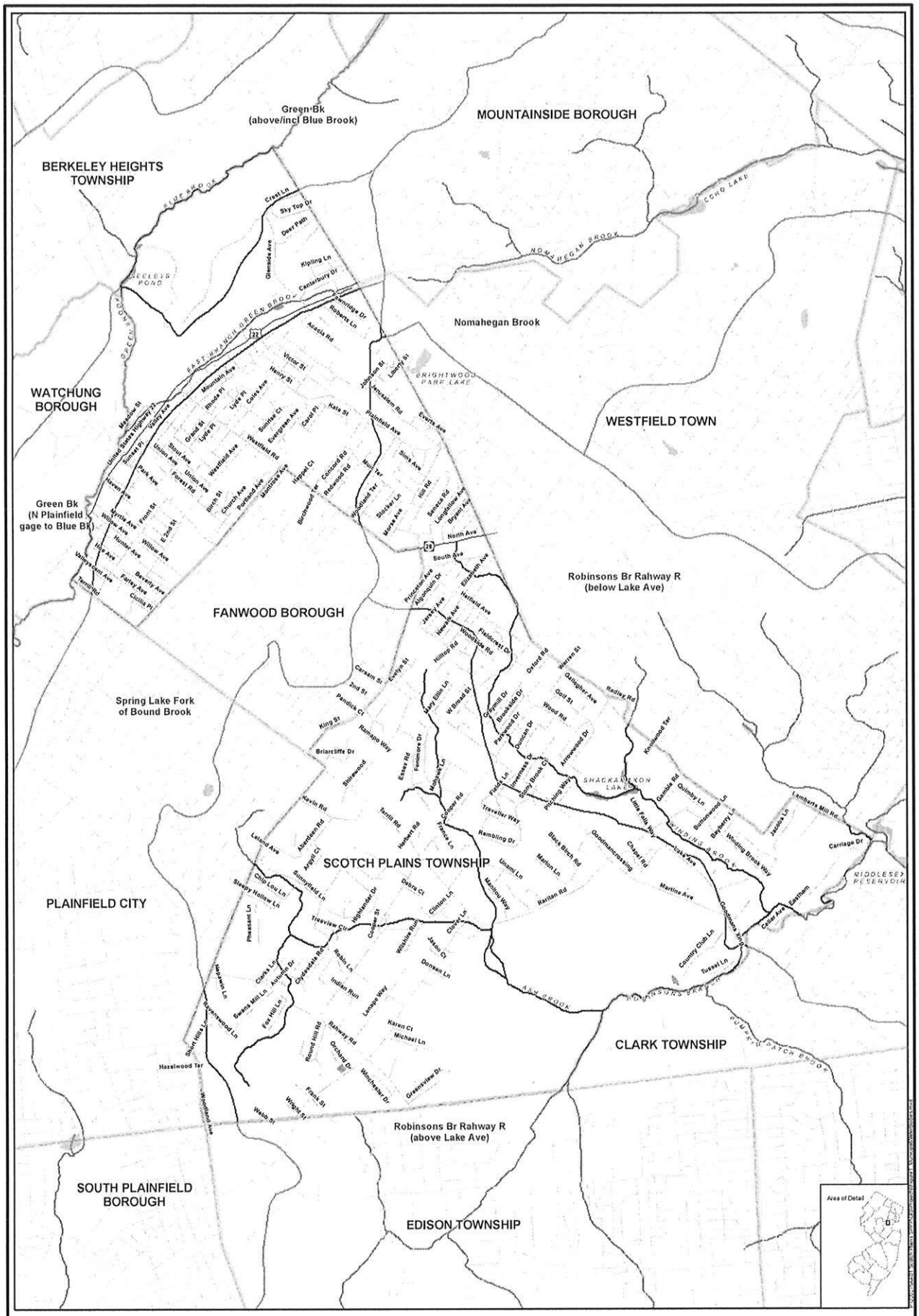
Tank Volume _____ gallons

Date and Time of Pump Out	Volume of Liquid Removed	Waste Hauler *	Destination of the Liquid Disposal *

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

APPENDIX B

FIGURES



Legend

- Road
- Major Road
- Lakes & Ponds
- Watershed Boundary (HUC14)
- Municipal Boundary

Surface Water Quality Standards

- FW2-NT
- FW2-TM

0 2,500 5,000 Feet

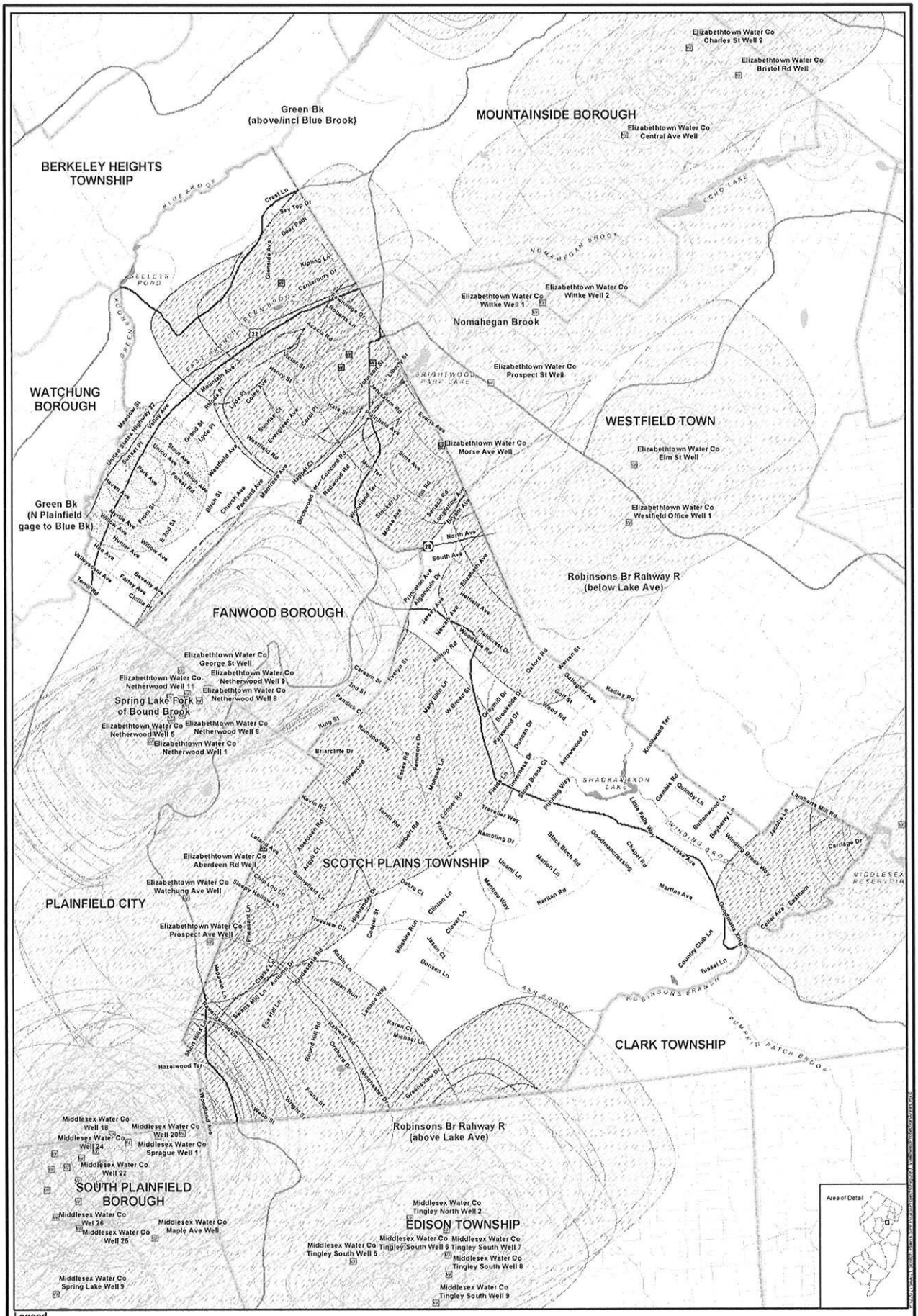
This map was developed using New Jersey Department of Environmental Protection Geographic Information System digital data, but this secondary product has not been verified by NJDEP and is not state-authorized.

Hatch Mott MacDonald

27 Bleeker Street
Millburn, New Jersey 07041

TOWNSHIP OF SCOTCH PLAINS
UNION COUNTY, NEW JERSEY
MUNICIPAL STORMWATER MANAGEMENT PLAN
FIGURE 1 - MUNICIPAL WATER BODIES

Designed	Drawn	Checked	Approved	Date
RLB	RLB			4/1/2005



Legend

- Public Community Supply Well
- Road
- Major Road
- Rivers & Streams
- Lakes & Ponds
- Watershed Boundary (HUC14)
- Municipal Boundary

Public Community Water Supply Wellhead Protection Area

- 2 Year Time of Travel
- 5 year Time of Travel
- 12 Year Time of Travel

Public Non-Community Water Supply Wellhead Protection Area

- 2 Year Time of Travel
- 5 year Time of Travel
- 12 Year Time of Travel

0 2,500 5,000 Feet

This map was developed using New Jersey Department of Environmental Protection Geographic Information System digital data, but this secondary product has not been verified by NJDEP and is not state-authorized.

Hatch Mott MacDonald

27 Bleeker Street
Millburn, New Jersey 07041

TOWNSHIP OF SCOTCH PLAINS
UNION COUNTY, NEW JERSEY
MUNICIPAL STORMWATER MANAGEMENT PLAN
FIGURE 3 - WELLHEAD PROTECTION AREAS

Designed	Drawn	Checked	Approved	Date
RLB	RLB			4/1/2005



Legend

Road
Major Road
Rivers & Streams
Lakes & Ponds
Watershed Boundary (HUC14)
Municipal Boundary

Groundwater Recharge Areas
13 to 20 in/yr
10 to 12 in/yr
7 to 9 in/yr
1 to 6 in/yr
0 in/yr
Hydric Soils
Wetlands and Open Water
No Recharge Calculated

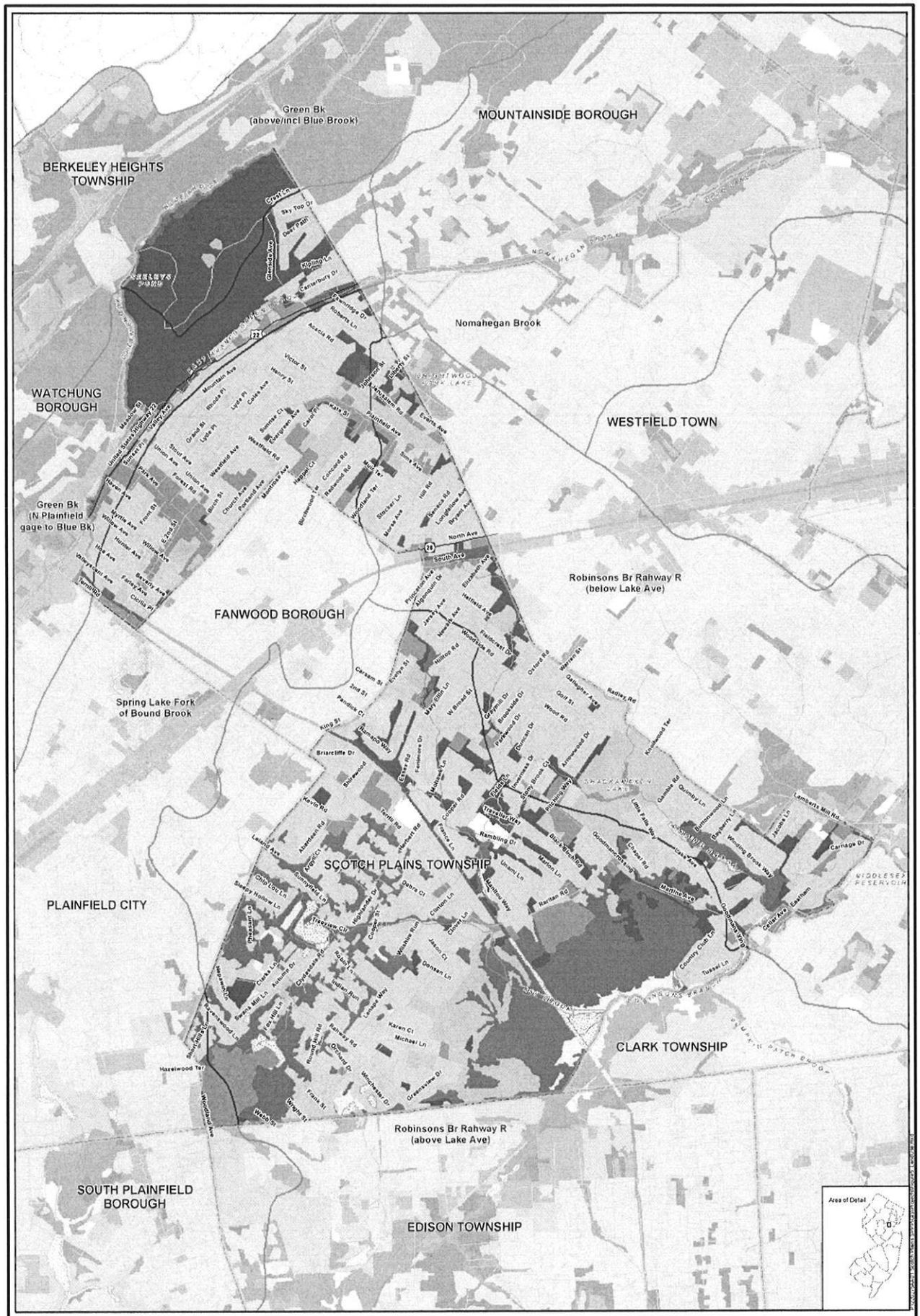
0 2,500 5,000 Feet

This map was developed using New Jersey Department of Environmental Protection Geographic Information System digital data, but this secondary product has not been verified by NJDEP and is not state-authorized.

Hatch Mott MacDonald
27 Bleeker Street
Millburn, New Jersey 07041

TOWNSHIP OF SCOTCH PLAINS
UNION COUNTY, NEW JERSEY
MUNICIPAL STORMWATER MANAGEMENT PLAN
FIGURE 4 - GROUNDWATER RECHARGE AREAS

Designed	Drawn	Checked	Approved	Date
RLB	RLB			4/1/2005



Legend

Road
Major Road
Rivers & Streams
Lakes & Ponds
Watershed Boundary (HUC14)
Municipal Boundary

Land Use

Residential
Commercial/Industrial
Transportation/Communications/Utilities
Mixed Urban
Recreational Land
Agriculture
Forest
Brush/Shrubland
Open Water
Wooded Wetland
Herbaceous Wetland, 6110
Modified Wetlands
Barren Lands

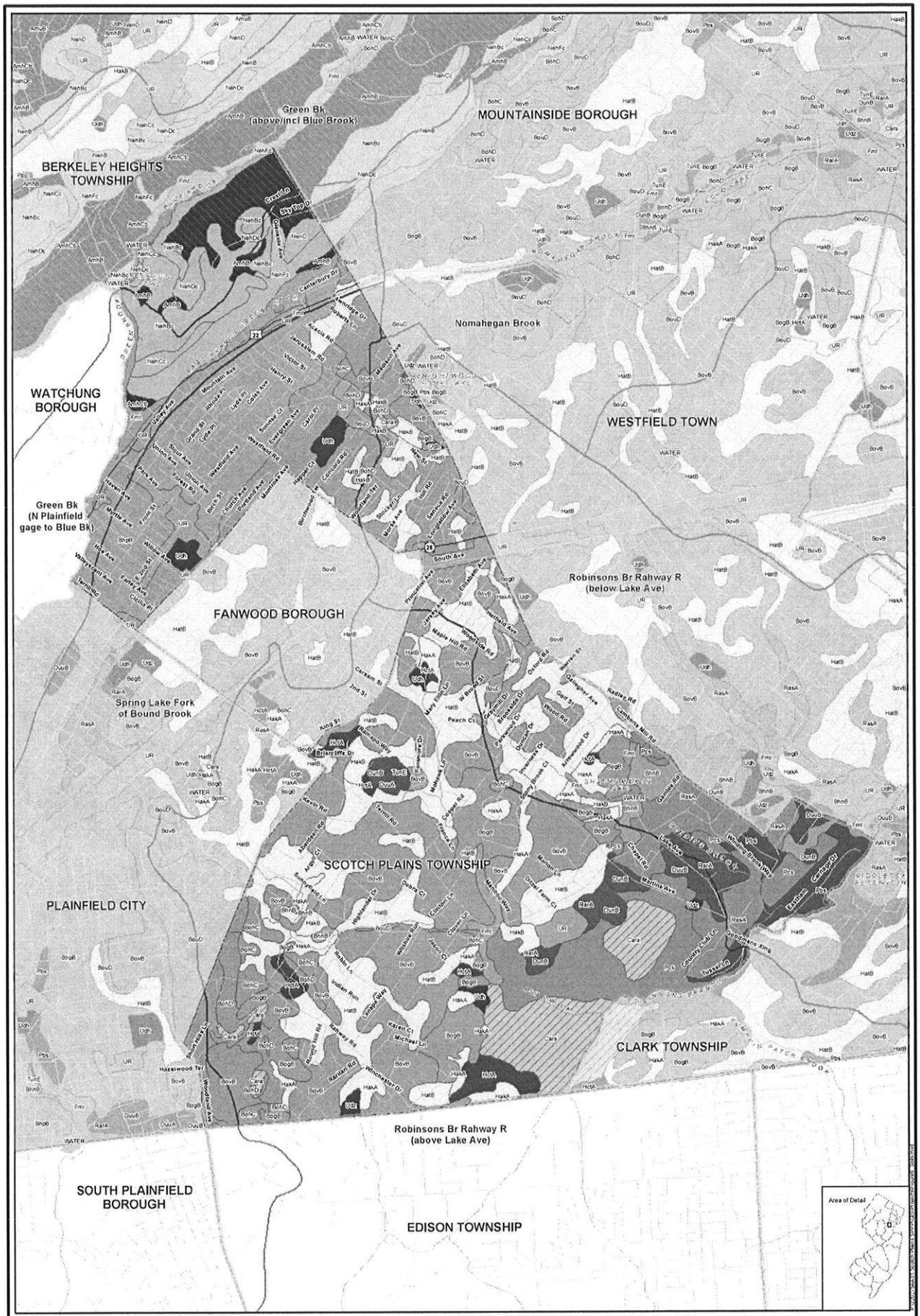
0 2,500 5,000 Feet

This map was developed using New Jersey Department of Environmental Protection Geographic Information System digital data, but this secondary product has not been verified by NJDEP and is not state-authorized.

Hatch Mott MacDonald
27 Bleeker Street
Millburn, New Jersey 07041

TOWNSHIP OF SCOTCH PLAINS
UNION COUNTY, NEW JERSEY
MUNICIPAL STORMWATER MANAGEMENT PLAN
FIGURE 5 - Land Use

Designed	Drawn	Checked	Approved	Date
RLB	RLB			4/1/2005



Legend

Road
Major Road
Rivers & Streams
Lakes & Ponds
Watershed Boundary (HUC14)
Municipal Boundary

Soils

ADRIAN
AMWELL
BIRDSBORO
BOONTON
DUNELLEN
FLUVAQUENTS
HALEDON
HASBROUCK
NESHAMINY
PARSIPPANY
PASSAIC
RARITAN
SULFAQUENTS
TUNKHANNOCK
UDFLUVENTS
UDORTHENTS
URBAN LAND
WATER
WHIPPANY

0 2,500 5,000 Feet

This map was developed using New Jersey Department of Environmental Protection Geographic Information System digital data, but this secondary product has not been verified by NJDEP and is not state-authorized.

Hatch Mott MacDonald

27 Bleeker Street
Millburn, New Jersey 07041

TOWNSHIP OF SCOTCH PLAINS
UNION COUNTY, NEW JERSEY
MUNICIPAL STORMWATER MANAGEMENT PLAN
FIGURE 6 - SOILS

Designed	Drawn	Checked	Approved	Date
RLB	RLB			4/1/2005

APPENDIX C

SPPP FORMS

Tier A Municipal Stormwater Regulation Program

Stormwater Pollution Prevention Team Members

Number of team members may vary.

Completed by *Robert Lynes*
Title: *Municipal Engineer*
Date: *11/10/15*
Municipality: *Township of Scotch Plains*
County: *Union*
NJPDES #: *NJG0149985*
PI ID #:*214044*

Stormwater Program Coordinator: *Joseph Timko.*
Title: *Director of Public Property*
Office Phone #:*908-322-6700 X 302*
Emergency Phone #:*908-322-7100 (Police Dept)*

Public Notice Coordinator: *Bonnie Lacina*
Title: *Township Clerk*
Office Phone #: *908-322-6700 X 211*
Emergency Phone #: *908-322-7100 (Police Dept)*

Post-Construction Stormwater Management Coordinator: *Robert Lynes, P.E.*
Title: *Municipal Engineer*
Office Phone #: *908-322-6700 X 305*
Emergency Phone #:*908-322-7100 (Police Dept)*

Local Public Education Coordinator: *Joseph Timko.*
Title: *Director of Public Property*
Office Phone #: *908-322-6700 X 305*
Emergency Phone #: *908-322-7100 (Police Dept)*

Ordinance Coordinator: *Robert LaCosta.*
Title: *Building Code Enforcement*
Office Phone #: *908-322-6700 X 305*
Emergency Phone #: *908-322-7100 (Police Dept)*

Public Works Coordinator: *Joseph Timko*
Title: *Director of Public Property*
Office Phone #: *908-322-6700 X 242*
Emergency Phone #: *908-322-7100 (Police Dept)*

Employee Training Coordinator: *Joseph Timko..*
Title: *Director of Public Property*
Office Phone #: *908-322-6700 X 302*
Emergency Phone #: *908-322-7100 (Police Dept)*

Other:
Title:
Office Phone #:
Emergency Phone #: *908-322-7100 (Police Dept)*

SPPP Form 2 - Public Notice

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : NJG*0149985* PI ID #:*214044*

Team Member/Title: *Barbara Riepe / Township Clerk*

Effective Date of Permit Authorization (EDPA):*4/1/04*

Date of Completion: *3/31/05* Date of most recent update: *11-11-2015*

Briefly outline the principal ways in which you comply with applicable State and local public notice requirements when providing for public participation in the development and implementation of your stormwater program.

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 Township of Scotch Plains provides public notice in a manner that complies with the requirements of that Act. In regards to the passage of ordinances, the Township provides public notices 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 public notice requirements in the Municipal Land Use Law (N.J.S.A.40:55D-1 et seq.), the Township of Scotch Plains complies with those requirements.

SPPP Form 3 – New Development and Redevelopment Program

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : NJG*0149985* PI ID #: *214044*

Team Member/Title: *Robert Lynes, PE / Municipal Engineer*

Effective Date of Permit Authorization (EDPA): *4/1/04*

Date of Completion: *3/31/05* Date of most recent update: *11-11-15*

Describe in general terms your post-construction stormwater management in new development and redevelopment program (post-construction program), and how it complies with the Tier A Permit minimum standard. This description must address compliance with the Residential Site Improvement Standards for stormwater management; ensuring adequate long-term operation and maintenance of BMPs (including BMPs on property that you own or operate); design of storm drain inlets (including inlets that you install); and preparation, adoption, approval, and implementation of a municipal stormwater management plan and municipal stormwater control ordinance(s). Attach additional pages as necessary. Some additional specific information (mainly about that plan and ordinance(s)) will be provided in your annual reports.

To control stormwater from new development and redevelopment projects throughout the Township of Scotch Plains (including projects we operate) we will do the following:

We are already ensuring 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 ensure such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law.

Since the EDPA, the Township of Scotch Plains has not constructed any new development or redevelopment projects on Township property. Future municipal projects will be designed so that any new drain inlets or replacements of existing inlets in the area served by MS4s will comply with the design standard in Attachment C of the permit.

If we decide to construct such a project before adoption of a municipal stormwater ordinance takes effect, we will ensure adequate long-term operation and maintenance of BMPs for that project. We will also require any storm drain inlets that we install to comply with the design standard in Attachment C of our permit. At the required date we will ensure such operation and maintenance for any new development or redevelopment projects on our property by complying with the maintenance requirements in the ordinance.

We reviewed the Model Plan and Ordinance in the NJ Stormwater BMP Manual, and adopted a municipal stormwater management plan and municipal stormwater control ordinance using the State Model. The ordinance was adopted on February 26,2008 and meets local objectives as well as NJDEP requirements.

(continued)

SPPP Form 3 – New Development and Redevelopment Program

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : NJG*0149985* PI ID #: *214044*

Team Member/Title: *Robert Lynes, PE / Municipal Engineer*

Effective Date of Permit Authorization (EDPA): *4/1/04*

Date of Completion: *3/30/05* Date of most recent update: *11-11-15*

Describe in general terms your post-construction stormwater management in new development and redevelopment program (post-construction program), and how it complies with the Tier A Permit minimum standard. This description must address compliance with the Residential Site Improvement Standards for stormwater management; ensuring adequate long-term operation and maintenance of BMPs (including BMPs on property that you own or operate); design of storm drain inlets (including inlets that you install); and preparation, adoption, approval, and implementation of a municipal stormwater management plan and municipal stormwater control ordinance(s). Attach additional pages as necessary. Some additional specific information (mainly about that plan and ordinance(s)) will be provided in your annual reports.

(Continued)

The Planning Board and Municipal Attorney reviewed the Model Stormwater Ordinance and submitted it for review by Union County. The ordinance was adopted February 26, 2008

Once approved, the ordinance, which will be administered by our planning and zoning boards and code enforcement officer, will control stormwater from non-residential development and redevelopment projects. Where it is necessary to implement the municipal stormwater management plan, the approved ordinance will also control aspects of residential development and redevelopment projects that are not subject to the Residential Site Improvement Standards.

For any BMP that is installed on Township property in order to comply with the requirements of our post-construction program, the Township of Scotch Plains will ensure adequate long-term operation as well as preventative and corrective maintenance (including replacement) of BMPs. For BMPs on private property that we do not own or operate, the Township intends to do this by requiring the owner of the BMP to perform the operation and maintenance, with penalties if the private entity does not comply. If, for example, the private entity does not perform the required maintenance, the Township can perform the maintenance and charge the private entity.

The Township of Scotch Plains will also enforce, through the municipal stormwater control ordinance, compliance with the design standard in Attachment C of our permit to control passage of solid and floatable materials through storm drain inlets. The Township of Scotch Plains expects that for most new projects, including paving projects, such compliance will be achieved by installation of the NJDOT bicycle safe grate and a curb opening with a clear space no bigger than two inches across the smallest dimension.

SPPP Form 4- Local Public Education Program

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : *NJG0149985* PI ID #: *214044*

Team Member/Title: *Joseph Timko, Director of Public Property*

Effective Date of Permit Authorization (EDPA): *4/1/04*

Date of Completion: *3/31/05* Date of most recent update: *03-09-2016*

Local Public Education Program

Describe your Local Public Education Program. Be specific on how you will distribute your educational information, and how you will conduct your annual event. Attach additional pages with the date(s) of your annual mailing and the date and location of your annual event.

For the Township's distribution of information, the Township formerly included the DEP Stormwater Pollution Prevention brochure in an annual mailing of one issue of the municipal newsletter, The Scotch Plains Messenger(issued one time per year). Copies of the brochure will be available in the library and municipal building.Currently the Township website is used to provide Local Public Information on DEP SPP information

In addition, the Township will make the DEP brochure and other educational materials available at the Public Library and uses the Township website to post information. The DEP Stormwater Pollution Prevention brochure is distributed at Scotch Plains "Earth Day" in April and "Scotch Plains Day" in October.

SPPP Form 5 – Storm Drain Inlet Labeling

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : *NJG0149985* PI ID #: *214044*

Team Member/Title: *Joseph Timko, Director of Public Property*

Effective Date of Permit Authorization (EDPA):*4/1/04*

Date of Completion: *3/30/05* Date of most recent update: *3-09-2016*

Storm Drain Inlet Labeling

Describe your storm drain inlet labeling program, including your labeling schedule, the details of your long-term maintenance plan, and plans on coordinating with watershed groups or other volunteer organizations.

The Township has completed the required storm drain labeling by dividing the Township into sections (see attached map), and using either Township DPW workers or local volunteer groups to label all the MS4 drain inlets as required. Labeling of all MS4's within Sections 1 and 2 were completed by July 2007, and Sections 3 and 4 were completed by March 2009. During the annual catch basin cleaning program, the labels will be checked and replaced as needed. As catch basin curb heads are replaced, embossed labeling will be incorporated.

SPPP Form 6 – MS4 Outfall Pipe Mapping

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : *NJG0149985* PI ID #: *214044*

Team Member/Title: *Robert J. Lynes, P.E., Municipal Engineer*

Effective Date of Permit Authorization (EDPA):*4/1/04*

Date of Completion: *3/31/05* Date of most recent update: *03-09-2016*

Explain how you will prepare your map (include its type and scale, and the schedule for the mapping process). Who will prepare your map (e.g., municipal employees, a consultant, etc.)?

The Township of Scotch Plains has completed mapping of all known storm sewer outfalls within the Township. The locations are shown on a copy of the Township tax maps. These maps will be updated as additional outfalls are located periodically .No new outfalls have been identied.

The Township will assign ID numbers to the outfalls for coordination with work under SPPP forms 7 (Illicit Connection Elimination) and 14 (Outfall Pipe Stream Scour Remediation).

SPPP Form 7 – Illicit Connection Elimination Program

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : *NJG0149985* PI ID #: *214044*

Team Member/Title: *Robert J. Lynes, PE Municipal Engineer*

Effective Date of Permit Authorization (EDPA):*4/1/04*

Date of Completion: *3/31/05* Date of most recent update: *03-09-2016*

Describe your Illicit Connection Elimination Program, and explain how you plan on responding to complaints and/or reports of illicit connections (e.g., hotlines, etc.). Attach additional pages as necessary.

The Township Engineering Department develop an Illicit Connection Elimination Program by June 2005 and started implemeningt the program by July 2005. This work will be coordinated with work under SPPP Form 14, Outfall Pipe Stream Scour Remediation.

The DEP Illicit Connection Inspection Report Form will be utilized as appropriate during outfall pipe inspections, and a copy of each form will be kept with the SPPP records. The outlets will be inspected during dry weather conditions. Outfall pipes that are found to have a dry weather flow other than groundwater (as determined by inspection or testing as deemed appropriate), or evidence of an intermittent non-stormwater flow, will be rechecked again to locate the illicit connection. If the Township is able to locate the illicit connection (and the connection is within the Township of Livingston), the suspected responsible party will be notified to remove the illicit connection. If cooperative compliance is not forthcomming, the responsible party will be cited under applicable laws and legal action pursued. An appropriate record of the matter will be included in the Township's Annual Report and Certification. If, after the appropriate amount of investigation, the Township is unable to locate the source of the illicit connection, a Closeout Investigation Form will be submitted with the Annual Inspection and Recertification. If an illicit connection is found to originate from another public entity, the Township will report the illicit connection to the Department of Environmental Protection.

SPPP Form 8 – Illicit Connection Records

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : *NJG0149985* PI ID #: *214044*

Team Member/Title *Robert J. Lynes, PE Municipal Engineer*

Effective Date of Permit Authorization (EDPA): *4/1/04*

Date of Completion: *3/31/05* Date of most recent update: *03-09-2016*

May 2, 2015 – May 1, 2014

Note: *Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.*

Total number of inspections performed this year? *8*

Number of outfalls found to have a dry weather flow? *0*

Number of outfalls found to have an illicit connection? *0*

How many illicit connections were eliminated? *0*

Of the illicit connections found, how many remain? *0*

May 2, 2016 – May 1, 2015

Note: *Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.*

Total number of inspections performed this year? *8*

Number of outfalls found to have a dry weather flow? *0*

Number of outfalls found to have an illicit connection? *0*

How many illicit connections were eliminated? *0*

Of the illicit connections found, how many remain? *0*

May 2, 2017 – May 1, 2016

Note: *Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.*

Total number of inspections performed this year? _____

Number of outfalls found to have a dry weather flow? _____

Number of outfalls found to have an illicit connection? _____

How many illicit connections were eliminated? _____

Of the illicit connections found, how many remain? _____

May 2, 2018 – May 1, 2017

Note: *Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.*

Total number of inspections performed this year? _____

Number of outfalls found to have a dry weather flow? _____

Number of outfalls found to have an illicit connection? _____

How many illicit connections were eliminated? _____

Of the illicit connections found, how many remain? _____

SPPP Form 9 – Yard Waste Ordinance/Collection Program

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : *NJG0149985* PI ID #: *214044*

Team Member/Title: *Joseph Timko, Director of Public Property*

Effective Date of Permit Authorization (EDPA):*4/1/04*

Date of Completion: *3/31/05* Date of most recent update: *03-09-2016*

Please describe your yard waste collection program. Be sure to include the collection schedule and how you will notify the residents and businesses of this schedule. Attach additional pages as necessary.

The Township of Scotch has a yard waste collection program that allows placement of yard waste at the curb for pickup by the Township as follows:

Brush - Picked up with leaves and general Yard Waste

Leaves - October, November and December

General yard waste - April

The Township is divided into four (4) sections and waste is picked up at least once per month in each section, per the above schedule.

The Township Yard Waste ordinance will be revised to prohibit all yard wastes from being placed closer than 10 feet from any storm sewer inlet along the street.

SPPP Form 10 – Ordinances

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : *NJG0149985* PI ID #: *214044*

Team Member/Title: *Robert J. Lynes, PE / Municipal Engineer*

Effective Date of Permit Authorization (EDPA): *4/1/04*

Date of Completion: *3/31/05* Date of most recent update: *03-09-2016*

For each ordinance, give the date of adoption. If not adopted, explain the development status:

Pet Waste *to be developed*

Are information sheets regarding pet waste distributed with pet licenses? Y ( ) N ( )

Litter *Ordinance 93-02, Section 27-2 (adopted 1993)*

Improper Waste Disposal *Chapter 27, Solid Waste and recycling Code*

Wildlife Feeding *Ordinance 10-05 adopted 3/8/05*

Yard Waste *Adopted 09-12-2006*

Illicit Connections *Adopted 09-12-2006*

How will these ordinances be enforced?

Ordinances will be developed and/or revised as required by permit and adopted. The Township Engineer and Township Attorney will be drafting new ordinances and revising existing ordinances as necessary. Initial drafts were prepared by July 1, 2005. These ordinances will be prepared for introduction and Public Hearings in September 2005, and ultimately for adoption by the Township Committee by 09-12-2006.

Township code enforcement officers and local police officers will enforce these ordinances. If someone is found to be in violation of an ordinance, they will be issued a written warning for first time offenses, and penalties may be issued for susequent offenses.

SPPP Form 11 – Storm Drain Inlet Retrofitting

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : *NJG0149985* PI ID #: *214044*

Team Member/Title: Joseph Timko, Director of Public Property

Effective Date of Permit Authorization (EDPA): *4/1/04*

Date of Completion: *3/31/05* Date of most recent update: *3-16-16*

What type of storm drain inlet design will generally be used for retrofitting?
"Type N- Eco" inlet heads as manufactured by Campbell Foundry.

Repaving, repairing, reconstruction or alteration project name	Projected start date	Start date	Date of completion	# of storm drain inlets	# of storm drains w/ hydraulic exemptions
2011					
Mill & pave of Raritan Road Section 6	*Aug 2011*	*Aug 2011*	*Oct 2011*	*17*	*0*
Katharine Street Reconstruction	*Oct 2011*	*Oct 2011*	*Dec 2011*	*7*	*0*
2012					
Mill & Pave Hetfield Ave	*Jul 2012*	*Jul 2012*	*Aug 2012*	*26*	*0*
Mill & Pave Raritan Road - Section 7	*Oct 2012*	*Oct 2012*	*Nov 2012*	*22*	*0*
2013					
Mill and Pave Rahway Road – Section 3	*Oct 2013*	*Oct 2013*	*Nov 2013*	*21*	*0*
2014					
Mill & Pave of Westfield Avenue – Section 2	*June 2014*	*Jun 2014*	*Aug 2014*	*20*	*0*
2015					
Mill & pave of West Broad Street	*June 2015*	*Jun 2015*	*July 2015*	*31*	*0*

Are you claiming any alternative device exemptions or historic place exemptions for any of the above projects? Please explain:
No

SPPP Form 12 – Street Sweeping and Road Erosion Control Maintenance

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : *NJG0149985* PI ID #: *214044*

Team Member/Title: Joseph Timko, Director of Public Property

Effective Date of Permit Authorization (EDPA): *4/1/04*

Date of Completion: *3/31/05* Date of most recent update: *03-16-16*

Street Sweeping

Please describe the street sweeping schedule that you will maintain.
(NOTE: Attach a street sweeping log containing the following information: date and area swept, # of miles swept and the total amount of materials collected.)

The Township of Scotch Plains sweeps all streets at least three (3) times annually. We sweep the entire Township after leaf season in the fall, after the winter season, and after Spring clean-up in June.

The Township sweeps the downtown business district every Saturday during the Spring and Summer months, and before special events like Memorial Day. This sweeping schedule in business areas will be extended to include monthly sweeping during other months, weather conditions permitting. The Township maintaisn a log for the sweeping information needed.

Road Erosion Control Maintenance

Describe your Road Erosion Control Maintenance Program, including inspection schedules. A list of all sites of roadside erosion and the repair technique(s) you will be using for each site should be attached to this form.
(NOTE: Attach a road erosion control maintenance log containing the following information: location, repairs, date)

The Township Public Works Department will monitor all roads and streets for erosion problems during normal patrols during working hours, at a minimum of once per year. All identified road erosion problems will be reported to the Public Works Department superintendent. During quarterly meetings, identified problems will be discussed and repairs prioritized. All areas identified to have road erosion problems will be repaired in accordance with applicable standards. Maintenance personnel will maintain an inspection log, which will include a list of all repairs and the dates completed. The status of the Road Erosion Control Maintenance Program will be included in the Annual Report and Recertification.Road erosion is not a significant problem due to highly developed area.

SPPP Form 13 – Stormwater Facility Maintenance

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : *NJG0149985* PI ID #: *214044*

Team Member/Title: Joseph Timko, Director of Public Property

Effective Date of Permit Authorization (EDPA): *4/1/04*

Date of Completion: *3/31/05* Date of most recent update: *3-16-16*

Please describe your annual catch basin cleaning program and schedule. Attach a map/diagram or additional pages as necessary.

The Township of Scotch Plains developed an annual catch basin cleaning program (all catch basins cleaned at a minimum of once per year if needed) to maintain catch basin function and efficiency Catch basin cleaning will be done by section (see attached section map of Township). At the time of cleaning, the catch basins will also be inspected for proper function, and results of the inspection will be kept in a log book. Maintenance will be scheduled for those catch basins that are in disrepair.

Please describe your stormwater facility maintenance program for cleaning and maintenance of all stormwater facilities operated by the municipality. Attach additional pages as necessary.

(NOTE: Attach a maintenance log containing information on any repairs/maintenance performed on stormwater facilities to ensure their proper function and operation.)

There are currently no Township owned stormwater management facilities other than those covered on other forms of this SPPP that require an operation and maintenance program. A stormwater facility maintenance plan will be developed as the need arises, as required by this SPPP.

SPPP Form 14 - Outfall Pipe Stream Scouring Remediation

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES #: *NJG0149985* PI ID #: *214044*

Team Member/Title: *Robert Lynes, PE / Municipal Engineer*

Effective Date of Permit Authorization (EDPA): *4/1/04*

Date of Completion: *3/31/05* Date of most recent update: 3-16-16

Describe your stormwater outfall pipe scouring detection, remediation and maintenance program to detect and control active, localized stream and stream bank scouring. Attach additional pages as necessary.

(NOTE: Attach a prioritized list of sites observed to have outfall pipe stream and stream bank scouring, date of anticipated repair, method of repair and date of completion.)

The Township of Scotch Plains has mapped all known storm sewer outfalls on a copy of the tax maps. The Township developed a program for Outfall Pipe Stream Scouring Remediation and implements the program. This effort will be coordinated with work under SPPP form 7 (Illicit Connection Elimination) with respect to inspection of the outfalls.

When the Township inspects the outfalls for illicit connections, the pipes will be checked for signs of scouring. All sites will be placed on a prioritized list and repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. In addition, repairs that do not need NJDEP permits for those repairs may be done first. Inspection results included with schedule and method of repairs, if necessary, will be prepared. When repairs are completed the Township will note the date of that repair on this form.

SPPP Form 15 – De-icing Material Storage

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : *NJG0149985* PI ID #: *214044*

Team Member/Title: *Joseph Timko, Director of Public Property*

Effective Date of Permit Authorization (EDPA): *4/1/04*

Date of Completion: *3/30/05* Date of most recent update: *03-09-2016*

De-icing Material Storage

Describe how you currently store your municipality's de-icing materials, and describe your inspection schedule for the storage area. If your current storage practices do not meet the de-icing material storage SBR describe your construction schedule and your seasonal tarping interim measures. If you plan on sharing a storage structure, please include its location, as well as a complete list of all concerned public entities. If you store sand outdoors, describe how it meets the minimum standard.

De-icing material (salt, sand) is currently stored in a slat barn at the DPW yard. Any materials spilled during loading will be collected and returned to the storage pile immediately.

SPPP Form 16 – Standard Operating Procedures

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES # : *NJG0149985* PI ID #: *214044*

Team Member/Title: *Joseph Timko, Director of Public Property*

Effective Date of Permit Authorization (EDPA):*4/1/04*

Date of Completion: *3/30/05* Date of most recent update: *3-09-2016*

BMP	Date SOP went into effect	Describe your inspection schedule
Fueling Operations (including the required practices listed in Attachment D of the permit)	*Written SOP took effect 4/1/2005 for fueling operations at main DPW Yard.*	*The Township will inspect the fueling equipment on a bi-weekly basis. The Environmental Joint Inspection Fund performs a yearly inspection of the DPW Yard.*
Vehicle Maintenance (including the required practices listed in Attachment D of the permit)	*Written SOP took effect 4/1/2005 for vehicle maintenance operations at main DPW Yard.*	*The Township will inspect the vehicle maintenance equipment/area on a bi-weekly basis. The Environmental Joint Inspection Fund performs a yearly inspection of the DPW Yard.*
Good Housekeeping Practices (including the required practices listed in Attachment D of the permit) **Attach inventory list required by Attachment D of the permit.**	*Written SOP took effect 4/1/2005 for good housekeeping practices at main DPW Yard.*	*The Township will perform general visual inspections daily at the DPW Yard for good housekeeping practices.* *See Section 7 for Inventory List.*

SPPP Form 17 – Employee Training

Municipality Information

Municipality: *Township of Scotch Plains* County: *Union*

NJPDES #: *NJG0149985* PI ID #: *214044*

Team Member/Title: *Joseph Timko, Director of Public Property*

Effective Date of Permit Authorization (EDPA): *4/1/04*

Date of Completion: *3/31/05* Date of most recent update: *3-16-16*

Describe your employee training program. For each required topic, list the employees that will receive training on that topic, and the date the training will be held. Attach additional pages as necessary.

The following topics will be covered by an annual training program:

TOPIC	*PERSONNEL TO ATTEND*
Waste Disposal Education	*Township Administrative Staff*
Municipal Ordinances	*Code enforcement/Police & Public Works employees*
Road Erosion Control	*Public Works employees*
Outfall Pipe Stream Scouring Remediation	*Public Works employees*
Construction Activity/Post Construction Stormwater Management in New Development and Redevelopment (for municipally owned projects)	*Public Works employees*
Illicit Connection Detection and Elimination	*Engineering and Public Works supervisors/employees*
Maintenance Yard Operations (SOPs for fueling, vehicle and equipment maintenance, general good housekeeping)	*Public Works Employees*

Training schedules and programs for each item wer be developed by the Township Engineer and the Department of Public Works and implemented on an ongoing basis. The Township Engineer will coordinate the training and record keeping with other municipal departments.

APPENDIX D

2015 MSRP Annual Report – Tier A

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Version: 5.4.1 NJG0149985

Currently logged in: Joseph Timko (JTIMKO@SCOTCHPLAINSNJ.COM) SCOTCH PLAINS TWP Help | Logout

MSRP ANNUAL REPORT - Tier A

Printer Friendly Version

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

Service ID:	585836
Facility Name:	SCOTCH PLAINS TWP
Reporting Period:	January 1, 2015 through December 31, 2015
NJPDES Permit #:	NJG0149985
Activity ID:	DST090001

Contacts

Name:	Joseph Timko
Title:	Assistant Engineer
Contact Type:	Stormwater Coordinator
Organization Name:	SCOTCH PLAINS TWP ENGINEERING DEPT
Organization Type:	Municipal
E-Mail:	jtimko@scotchplainsnj.com
Phone:	(908) 322-6700 x306 (Work Phone Number) (908) 322-4361 (Fax Number)
Contact Address:	430 PARK AVE Scotch Plains, New Jersey 07076

Uploaded Attachments

Attachment Name	Attachment Description	File Name
2015 MS4 Supp Quest	Supplemental questionnaire	ms4-2015-tiera-supp-quest SCOTCH PLAINS.pdf

Annual Report Details - Part A

Municipality Information

Team member responsible for completing the report:	Joseph Timko
Team member email address:	jtimko@scotchplainsnj.com

Stormwater Pollution Prevention Plan

1. Has the municipality revised its Stormwater Pollution Prevention Plan during the last calendar year?	Yes
2. Date of the last revised SPPP:	04/01/2016

Public Notice

1. Is the municipality complying with applicable State and local public notice requirements when providing for public participation in the ongoing development and implementation of the stormwater program?	Yes

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:	04/07/2007
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:	02/26/2008
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:	03/07/2007
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:	03/07/2007
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:	02/26/2008
16. Ordinance Number(s):	5-2008
17. What is the current status of the adopted plan and ordinance?	
18. Are you reviewing projects as part of your site plan and sub-division 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?	7
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.**	No
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):	
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, 2015 and December 31, 2015)?	Yes
3. School Presentations (1 point per visit / maximum of 5 points per year):	0
4. Website (1 point):	1
5. Stormwater Display (2 points):	0
6. Giveaway (2 points):	0
7. Citizen Stormwater Advisory Committee (2 points):	2
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):	0
14. Ordinance Education (5 points):	5

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:	09/12/2006
3. Litter Ordinance/State Litter Statute:	Litter Ordinance
4. Date adopted:	09/12/2006
5. Improper Disposal of Waste Ordinance:	Yes
6. Date adopted:	09/12/2006
7. Wildlife Feeding Ordinance:	Yes
8. Date adopted:	02/16/2005
9. Containerized Yard Waste Ordinance / Yard Waste Collection Program Ordinance:	Adopted Both
10. Date adopted:	09/12/2006
11. Illicit Connection Ordinance:	Yes

12. Date adopted:	09/12/2006
13. Refuse Container/Dumpster Ordinance:	Yes
14. Date adopted:	07/21/2009
15. Private Storm Drain Inlet Retrofitting Ordinance:	Yes
16. Date adopted:	07/21/2009
17. Status of these ordinances (if not adopted):	
18. Method(s) of enforcement (e.g., summons, warnings, additional signs, etc.):	Issue warnings and summonses, signs placed in parks regarding pet waste
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:	08/01/2006
3. Number of outfall pipes that you operate in the municipality:	55
4. How many MS4 outfall pipes are mapped?	55

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?	8
3. Number of illicit connections detected during the past calendar year:	0
4. Number of illicit connections eliminated during the past calendar year: **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.**	0

Street Sweeping Program

1. In the past calendar year, were all required streets swept?	Yes

2. What was the total number of miles swept?	178

List the total amount of materials collected for each month since January 1, 2015, in tons.

3. Units:	Cubic yards
4. January:	0
5. February:	0
6. March:	0
7. April:	36
8. May:	40.5
9. June:	216
10. July:	216
11. August:	36
12. September:	36
13. October:	40.5
14. November:	0
15. December:	180
16. Total (Note: 1.053 cubic yards = 1 ton):	760.68
17. Explain the reason if reporting zero (0) for a month above:	Street sweeping does not take place during months of inclement weather (snow) or while leaf pickup is underway.

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?	20

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?	N/A - no repairs needed
5. Describe repair(s) or if repairs have not yet been made, provide a schedule for the repair(s):	

Catch Basins

1. Total number of catch basins that the municipality operates:	2408
2. Total number of catch basins inspected:	1037
3. Total number of catch basins cleaned:	70
4. Amount of materials removed from catch basins, in tons, during the past calendar year:	14
5. Units:	Cubic yards

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?	N/A - no sand stored outdoors

Fueling Operations

1. Is the municipality implementing Standard Operating Procedures for vehicle fueling and receiving of bulk fuel deliveries at maintenance yard operations?	Yes

Vehicle Maintenance

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

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:	01/28/2009
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:	March 2015

Report Details - Part F

Sharing of Responsibilities

Does the municipality share services with another entity to satisfy a permit requirement?	No

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 is not ensuring that adequate long-term operation and maintenance of stormwater BMPs is being performed on property that you do not own or operate.

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.)**	The Township is investigating methods to incorporate site inspection/enforcement of stormwater BMPs on private property into its procedures.

Certification

Certifier: Joseph Timko
Certifier ID: JTIMKO@SCOTCHPLAINSNJ.COM
Challenge/Response Question: What is your favorite food?
Challenge/Response Answer: ******
Certification PIN: ******
Date/Time of Certification: 04/10/2016 11:29

"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. NJG0149985 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.

Joseph Timko 04/10/2016
General **Date**

Return

Copyright © State of New Jersey, 1996-2004
Department of Environmental Protection
P. O. Box 402
Trenton, NJ 08625-0402

Last Updated: June 24, 2004

Instructions for Saving and Submitting the

2015 MS4 Tier A Permit Annual Report - Supplemental Questionnaire

1. Once opened, please save the Questionnaire to your computer, using the "Save As" function. This can be done by going to FILE > then Save As... or Shift + Ctrl + S.
2. Complete the Questionnaire.
3. Once you have completed the Questionnaire, use the "Save" function to save your answers to the Questionnaire to your computer. This can be done by going to FILE > then Save or Ctrl + S.
4. The completed and saved Questionnaire must then be uploaded as an attachment, in Part 7, to your Annual Report before the Annual Report is submitted to the Department.
5. To access the Annual Report, open the link to "NJDEP Online Portal" at http://www.nj.gov/dep/dwq/tier_a.htm. In Part 7, you will be asked to complete information regarding the file(s) to be uploaded. Navigate to your saved Questionnaire and then hit the "Upload" button in the lower right section of Part 7. The Annual Report will indicate if the Questionnaire was successfully uploaded. Then click on the "Continue" button and proceed with finalizing your Annual Report.

Your Annual Report will be considered incomplete if the Supplemental Questionnaire is not attached. If you experience any difficulty in this process, please contact your municipal case manager at 609-633-7021.

Please note that use of Adobe Reader XI is recommended. This free software is available for download at http://get.adobe.com/reader/ . If you have an earlier version of Adobe Reader, please go to the Adobe website at http://tv.adobe.com/watch/acrobat-x-tips-tricks/quick-tip-how-to-save-form-data-in-adobe-reader/ for detailed instructions on how to save your completed Questionnaire.

Stormwater Pollution Prevention Plan

TOWNSHIP OF SCOTCH PLAINS
UNION COUNTY, NEW JERSEY
Permit Number - NJG0149985

Annual Review Date: December 20, 2024

Stormwater Program Coordinator: David R. Atkinson, Municipal Engineer

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title	David R. Atkinson, P.E., P.P., C.M.E. (Municipal Engineer)		
Phone	(908) 322-6700, ext. 302	Email	datkinson@scotchplainsnj.org
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title	David R. Atkinson, P.E., P.P., C.M.E. (Municipal Engineer/Zoning Board Engineer)		
Phone	(908) 322-6700, ext. 302	Email	datkinson@scotchplainsnj.org
Name and Title	Michael Mistretta, P.E., Harbor Consultants (Planning Board Engineer)		
Phone	(908) 276-2715, ext. 115	Email	michaelm@hcicg.net
Other Municipal Stormwater Team Members			
Name and Title	Joshua G. Losardo (Mayor)		
Phone	(201) 288-0195,	Email	MayorKistner@hasbrouck-heightsnj.org
Name and Title	Bozena Lacina (Township Clerk)		
Phone	(908) 322-6700, ext. 211	Email	blacina@scotchplainsnj.com
Name and Title	Robert LaCosta (Construction Official/Zoning Officer)		
Phone	(908) 322-6700, ext. 309 & 310	Email	blacosta@scotchplainsnj.com
Name and Title	Frank DiNizo (Public Works Supervisor)		
Phone	(908) 322-6700, ext. 243 & 244	Email	fdinizo@scotchplainsnj.com

Shared/Contracted Service Providers		
Provider Name	Service Provided	Term of Service
N/A	*N/A*	*N/A*

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
12/17/2024	ALL	Initial Preparation

Form 3 – Public Announcements

Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.scotchplainsnj.gov/index.php/departments/engineering-department
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Corrie Rinaldi (Engineering Department Office Staff)
3. List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.
Public Notices: https://www.scotchplainsnj.gov/index.php/news/9-important-notice Newsletters: https://www.scotchplainsnj.gov/index.php/news Calendar: https://www.scotchplainsnj.gov/index.php/calendar Agendas & Minutes of Public Meetings: https://www.scotchplainsnj.gov/index.php/government/agendas-minutes

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

Part IV.E.

1. How does the municipality define "major development"? If it is different from the definition in N.J.A.C. 7:8, explain the difference.
Per Township of Scotch Plains §16-20.2 (Article II Stormwater Management, Definitions). The definition is identical to that in N.J.A.C 7:8.
2. Is the municipality's stormwater control ordinance (SCO) the same as or more stringent than NJDEP's model SCO? If more stringent, explain the difference.
The Township of Scotch Plains' stormwater control ordinance is the same as the NJDEP's model SCO, except for the minor and exempt development regulations added to govern for non-major developments.
3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).
All applications for major development projects are submitted to the Land Use Administrator. Once received, the submission is forwarded to the Board Professionals to confirm completeness. If deemed complete, the application is forwarded to the Board Members and the Board Professionals perform a formal review of the application in advance of the hearing. If a project is subject to the requirements thereof, the Board Engineer will review the application to ensure it conforms to the various requirements in the Stormwater Control Ordinance and the Residential Site Improvement Standards, including, but not limited to, stormwater quantity control, stormwater quality treatment, and groundwater recharge. As part of this review, the Board Engineer reviews the applicant's engineer's plans and accompanying stormwater management and stormwater maintenance plans/reports. The Board Engineer reviews the engineer's design methodology, drainage area characteristics, time of concentration calculations, hydrographs, basin routing (if applicable), water quality treatment design review, and groundwater recharge design review (if applicable). The Planning Board and Zoning Board of Adjustment will not approve any applications that are not in compliance with the SCO and RSIS requirements unless there is a Condition of Approval requiring compliance. If the Condition is included within the Resolution, the applicant will not be permitted to secure a building permit until compliance occurs.

4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.
No, The Township of Scotch Plains does not have a mitigation plan included in the Management Plan and/or the Stormwater Control Ordinance.
5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.
Adopted: 2008 Current Adopted: July 20, 2021 Future Adoption: January 2025
6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.
Adopted: February 26, 2008 Current Adopted: April 1, 2016

Form 5 – Ordinances

Part IV.F.1.

Ordinance	Date Adopted	Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.	Entity Responsible for Enforcement	Fees & Fines
1. Pet Waste	*2006*	*The Township adopted the DEP model.*	*Police Department, and the Local Board of Health*	*$100 Max.*
2. Wildlife Feeding	*03/08/2005*	*The Township adopted the DEP model.*	*Municipal Officials and Police Department*	*$100 Min $300 Max.*
3. Litter Control	*1993*	*The Township adopted the DEP model.*	*Code Enforcement Officer and Police Department*	*$100 Max.*
4. Improper Disposal of Waste	*2006*	*The Township adopted the DEP model.*	*Code Enforcement Officer and Police Department*	*$500 Max.*
5. Yard Waste	*09/12/2006*	*The Township adopted the DEP model.*	*Township Official, Code Enforcement Officer, Police Department*	*$50 for 1st offense, $200 to $1,000 after*

6. Private Storm Drain Inlet Retrofitting	*2006*	*The Township is more stringent as they do not include the exemption from the ordinance 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.*	*Building Inspector*	*$25 Max. per Inlet*
7. Illicit Connections	*09/12/2006*	*The Township adopted the DEP model.*	*Code Enforcement Officer and Police Department*	*$500 Max.*
8. Privately-Owned Salt Storage	*TBD*	*TBD*	*TBD*	*TBD*
9. Tree Removal-Replacement	*TBD*	*TBD*	*TBD*	*TBD*

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

No additional stormwater related ordinances beyond the scope of the MS4 permit.

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

Records associated with ordinances and related enforcement actions are maintained by the respective agency.

https://www.scotchplainsnj.gov/index.php/departments/engineering-department

Department of Public Works – 2445 Plainfield Avenue, Scotch Plains, NJ 07076

Building Department – 430 Park Avenue, Scotch Plains, NJ 07076

The Township of Scotch Plains code enforcement officers and local police will enforce these ordinances. If someone is found to be in violation of an ordinance, they will be issued a written warning for first time offenses, and penalties will be issued for subsequent offenses.

Form 6 – Street Sweeping

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

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

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

The Township of Scotch Plains sweeps all municipal roads, weather permitting, at least once per month.

All records are kept at the Department of Public Works Office - 2445 Plainfield Avenue, Scotch Plains, NJ 07076

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

Sweeping work is completed by the Township's DPW.

Form 7 – MS4 Infrastructure

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

1. Municipal Storm Drain Inlets

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

a.) At the time of cleaning, the storm inlets that do not have permanent wording cast into the design are flagged and replaced. All inlets are upgraded as needed as part of Municipal and County Paving projects.

b.) For all municipal road improvement projects, all storm inlets are retrofitted to comply with the NJPDES Phase II requirements. For all inlet locations, the Township will utilize a bicycle safe grate, and a N-Eco Curb Piece inlet head with a clear space no bigger than two inches across the smallest dimension. In addition, if and when private property owners propose any on-site improvements which encompass un-retrofitted storm drain inlets, the Township mandates upgrading or replacing inlet grates and curb pieces as required to comply unless the Township Engineer deems to not apply because it meets one or more of the exceptions outlined in Ordinance §8-2.4c.

c.) Before the construction of a new storm inlet, design plans and specifications will be prepared to ensure that the proposed stormwater drainage system collects solids. During the installation process, regular inspections will be conducted to ensure the storm inlets, or other BMPs are being installed correctly and in accordance with the project plans. When the storm drain inlet is constructed, the system will be tested to ensure it is functioning properly and collecting solids. When the system is complete, annual maintenance will be conducted.

d.) The Township has implemented a storm inlet cleaning program to maintain catch basin function and efficiency. The Scotch Plains Department of Public Works performs periodic inspections of the Township's storm inlets. When inspected, each storm inlet is assessed with a grade regarding its cleanliness and physical condition/proper function. Storm inlets requiring cleaning, maintenance, or repairs are given priority and are addressed accordingly. Inspections occur at a minimum on a quarterly basis, and more frequently if work is occurring on a given roadway.

2. Municipal Catch Basins

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

The Township has implemented a catch basin cleaning program to maintain catch basin function and efficiency. The Scotch Plains Department of Public Works performs periodic inspections of the Township's catch basins. When inspected, each catch basin is assessed with a grade regarding its cleanliness and physical condition/proper function. Catch basins requiring cleaning, maintenance, or repairs are given priority and are addressed accordingly. Inspections occur at a minimum on a quarterly basis, and more frequently if work is occurring on a given roadway.

3. Municipal Conveyance System

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

Inspections on MS4 conveyance systems depend on a variety of factors, such as level of rainfall, size of system, etc. Inspections are conducted on a routine basis and after significant rainfall events. The inspection process will usually involve a visual observation of the MS4 conveyance system, including the pipes, culverts, or other structures. The inspections can also be conducted using a closed-circuit television (CCTV) camera and other remote sensing tools.

To determine whether the system needs to be cleaned depends on its accumulated debris and sediments levels (leaves, branches, etc.).

Equipment / Techniques Used:

CCTV- Cameras to inspect the interior of pipes and channels to identify blockages and other issues

Flushing – High pressure water is used to flush out debris and sediment from the system. Can be done with specialized trucks with water tanks.

Specialized Vacuum trucks are used to clean the debris and sediment.

4. Municipal Outfall Inspections – Stream Scouring

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

During inspection of the Township's outfalls, or after significant rainfall events, the Township reviews the conditions at Township outfalls for erosion and turbidity from the outfall pipes. The Township inspects MS4 outfall pipes for scour as needed during times

when they are not submerged. The Township will inspect them a minimum of once every five (5) years. All sites in which scouring is identified will be placed on a prioritized list and repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. In addition, repairs that do not require NJDEP permits will be addressed first. The Township will follow-up each repair with an inspection of the site to ensure that scouring has not resumed. Wherever possible, outfall pipe stream scouring inspections will occur in conjunction with the outfall pipe mapping and/or illicit connection elimination program inspections. All outfall pipes in which scouring had been detected and addressed in the past, will be inspected annually thereafter to ensure the associated stabilization projects were successful. Once it is determined that the scouring repairs have adequately mitigated any subsequent scouring, those outfalls can again be inspected only once during each 5-year permit iteration. The Pipe stream scouring inspection log has been included with this Form. Detailed records of inspections, including, but not limited to, location of outfall, date of inspection, findings or observations of scour during the inspection, recommended methods of repairs or improvements, and anticipated date of repair are kept on file with office of the Township of Scotch Plains Building Department Official 430 Park Avenue, Scotch Plains, New Jersey 07076).

5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination

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

Municipally owned or operated outfall pipes are inspected, when required, under dry weather conditions when outfalls are not submerged. The Township inspects for dry weather flows during routine inspections and maintenance of the MS4's. The Township utilizes the NJDEP Illicit Connection Inspection Report Form to conduct these inspections.

The inspections include, but are not limited to, visual inspection of the outfall pipe itself, concrete structure (i.e. headwall, flared end section, etc.), riprap (if present), stream channel condition, stream banks, turbidity in the water, undermining, erosion, sediment deposition, etc. Outfall pipes that are found to have a dry weather flow or evidence of an intermittent non-stormwater flow will be inspected again to reconfirm the dry weather flow. If the Township or its agents are able to locate the illicit connection / dry weather flow source (and the connection is within the boundaries of the Township of Scotch Plains), The Township will cite the responsible party for being in violation of the Township of Scotch Plains' municipal code detailing the Illicit Connection Ordinance, if the source is in fact an illicit connection. The Township will order the responsible part to eliminate the illicit connection via mailed letter.

After the appropriate amount of investigation, if the Township of Scotch Plains is unable

to locate the source of the illicit connection, the Township will submit the Closeout Investigation Form with our Annual Inspection and Recertification. If an illicit connection is found to originate from another public entity, the Township of Scotch Plains will report the illicit connection to the Department.

If illicit connections are encountered, the Township follows the protocol in Ordinance §16-21, and an Illicit Connection Inspection Report Form is completed, kept on file, and submitted to the NJDEP annually. Residents will be informed during a potential educational material mailing and annual educational events that this number is available for dry weather sightings. The Township responds to complaints and reports of illicit connections within three (3) months of receipt.

6. Other Municipal Infrastructure

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

There are no other types of MS4 infrastructure in the Township of Scotch Plains that requires inspection.

7. Stormwater Facilities Not Owned or Operated by the Municipality

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

For BMPs on private property that the Township does not own or operate, the Township has adopted and enforces a provision in the ordinance (Ordinance §16-20.6) that requires the private entity to perform the operation and maintenance, with penalties if the private entity does not comply. If, for example, the private entity does not perform the required maintenance, the Township can perform the maintenance and charge the private entity.

8. Infrastructure Records

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

Stormwater Facilities Inspection and Maintenance Logs listing the type of stormwater facilities inspected, location information, inspection dates, inspector name(s), findings, as well as preventative and corrective maintenance performed, are kept on file in this SPPP, kept on file with the office of the Township of Scotch Plains Building Department Official (430 Park Avenue, Scotch Plains, NJ 07076).

Form 8 – Community-wide Measures

Part IV.F.2.

1. Herbicide Application Management Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.
There will be several actions taken to prevent erosion brought on by de-vegetation as well as the washing of herbicides into state waters. A thorough evaluation of the terrain, soil types, and closeness to waterways will be done to pinpoint the most vulnerable locations. The next phase will include steps to avoid erosion, like managing pesticides to reduce environmental effects and stabilizing the soil with vegetation and other natural methods. The erosion control and herbicide management plan will be regularly monitored to ensure that herbicides are not washed into state waters.
2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.
The Scotch Plains Department of Public Works removes excess salt piles after storm events. The program will include monthly inspections of salt storage facilities to ensure proper storage and handling of salt.
3. Roadside Vegetative Waste Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).
The Township has at least one (1) pickup day in the spring and fall for pickup of roadside vegetative waste (i.e., leaves, branches, sticks, etc.). At no time is it permitted for vegetation to be deposited into the solid waste stream for collection or disposal. Any person/entity in violation of this will first receive a written warning followed by a fine for subsequent offences enforceable by the Superintendent of Public Works.
4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.
The Scotch Plains Department of Public Works will conduct regular inspections along roadways to identify areas of erosion along municipal roadways.

Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: 1

1. Site Name and Address

Scotch Plains Department of Public Works Yard
2445 Plainfield Avenue
Scotch Plains, NJ 07076

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

Monthly inspections will be conducted to ensure compliance with the standard operating procedures.

Inspection logs and tracking forms are located at the Department of Public Works office.

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

Materials	**Machinery/Equipment**
Clay: Stored In Bins	Fueling Pumps
	Pickup Trucks
	Dual Axle Dump
	Mason Dumps
	Backhoe Loaders
	Vacuum Truck
	Barricades Brush Cutter

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

The Township of Scotch Plains does not have secondary containment tanks that discharge stormwater.

5. Fueling Operations Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.
The Township does perform fueling operations on site. The Township ensures compliance with the standard operating procedures of the Best Management Practices Fueling Operations. Additionally, the Township will inspect the fueling equipment on a bi-weekly basis. Also, the Environmental Joint Inspection Fund performs yearly inspection of the DPW Yard.
6. Vehicle/Equipment Maintenance and Repair Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.
The Township does perform maintenance and repair of all equipment and/or vehicles inside the DPW garage.
7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.
The Township has installed drains connected to the sanitary sewer to eliminate the discharge of equipment and vehicle wash wastewater.
8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
The Township currently stores its de-icing salt within a permanent salt shed located at the DPW Yard. At the completion of loading and unloading activities, the Township DPW inspects spilled salt with all materials being cleaned up as soon as practical.
9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
The Township does not store aggregate material or construction debris long term at its DPW complex.

10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
The Township stores cold patch asphalt within bags in the DPW garage. UPM in product 50lb bags.
11. Street Sweepings and Storm Sewer Cleanout Materials Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
Street sweeping is performed by the Township's DPW. Material is kept within sweeping bin and a licensed hauler under a state contract removes and dispose of the same.
12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
The Township does not store construction/demolition waste on site. Wood/branches are collected and grided down twice a year.
13. Scrap Tires Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
The Township does not store scrap tires on site. If any are obtained, they will be recycled.
14. Inoperable Vehicles and Equipment Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.
The Township tries to repair any equipment immediately. However, vehicles deemed inoperable are stored in a garage or in individual containers to minimize chances of contamination and eventually auctioned off.

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
To guarantee the municipal Stormwater Program Coordinator (MS4 Coordinator) is provided with the appropriate education and services to perform their duties, NJDEP provides training and resources on stormwater management and related topics. *https://dep.nj.gov/stormwater/stormwater-training/#dpw-training*

Topic	**Municipal Employees** Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
Describe the training provided for municipal staff.	
SPPP	Via Videos
Construction Site Stormwater Runoff	Via Videos (Engineering Department)
Post-Construction Stormwater Management in New and Redevelopment	Via Videos (Engineering Department)
Community-wide Ordinances	In Person Training
Community-wide Measures	In Person Training
Stormwater Facilities Maintenance	In Person Training
Municipal Maintenance Yards and Other Ancillary Operations	In Person Training

MS4 Mapping	In Person Training
Outfall Stream Scouring	In Person Training
Illicit Discharge Detection and Elimination	In Person Training

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
All individuals responsible for reviews and approvals of stormwater management designs must attend the first available class upon assignment as a review and every five years thereafter. This is a two-day training conducted by DEP staff. Training dates and locations are posted at: www.nj.gov/dep/stormwater/training.htm.

Municipal Board and Governing Body Members
Describe the training provided for members of the planning/zoning board and municipal council.
The Township Mayor and Council and Planning/Zoning Board members are required by the MS4 permit to see the NJDEP video "Asking the Right Questions in Stormwater Review" within six months of being appointed. The link is: https://nj.gov/dep/stormwater/asking_the_right_questions.html After, members are required to watch another NJDEP video from the choices provided on the stormwater training webpage: https://nj.gov/dep/stormwater/training.htm

Training Records
Indicate the location of training records for the above required training.
Training records for Department of Public Works Employees are maintained at the Department of Public Works. All other Departments maintain their own training records.

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
https://www.scotchplainsnj.gov/index.php/departments/engineering-department Found on Scotch Plains, Department of Engineering Page	
2. Indicate the total of each type of MS4 infrastructure listed below (due xx/xx/2026):	
a. MS4 outfalls	68
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	On-Going
c. MS4 interconnections	On-Going
d. MS4 storm drain inlets	On-Going
e. MS4 manholes	On-Going
f. Length of conveyance (channels, pipes, ditches, etc.)	On-Going
g. MS4 pump stations	On-Going
h. MS4 stormwater facilities (any that are not listed above)	On-Going
i. Maintenance yard(s) and other ancillary operations	1
Describe how the municipality's outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).	
The Township's outfall/infrastructure map is reviewed yearly based upon new municipal infrastructure projects and any approved major developments.	
3. Describe how the municipality will create and update its MS4 Infrastructure Map.	
MS4 Infrastructure Map is in the process of being created in GIS and will be updated on a regular and as-needed basis.	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
The Township of Scotch Plains is collecting the appropriate data to meet the requirements for the Phase 1, Watershed Inventory Report due on January 1, 2026.
2. Describe any regional projects or collaboration efforts with other municipalities.
At this time, there are no regional projects or collaboration efforts with other municipalities.
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
All records related to public information sessions and meetings for discussions of the Watershed Improvement Plan will be kept on file at the Township Clerk's office at 430 Park Avenue, Scotch Plains, NJ 07076.

§ 8-2. RETROFITTING OF EXISTING STORM DRAIN INLETS ON PRIVATE PROPERTY.

§ 8-2.1. Purpose. [Ord. #10-2009 § I]

The purpose of this section is to require the retrofitting of existing storm drain inlets which are in direct contact with repaving, repairing, reconstruction or resurfacing or alterations of facilities on private property, to prevent the discharge of solids and floatables (such as plastic bottles, cans, food wrappers and other litter) to the municipal separate storm sewer system(s) operated by the Township of Scotch Plains as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

§ 8-2.2. Definitions. [Ord. #10-2009 § II]

For the purpose of this section, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the test of this section clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

a. MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) — Shall mean a conveyance or system of conveyances (including roads with drainage systems, municipal street, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) that is owned or operated by the Township of Scotch Plains, or other public body, and is designated and used for collecting and conveying stormwater.

b. PERSON — Shall mean any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

c. STORM DRAIN INLET — Shall mean an opening in a storm drain used to collect stormwater runoff and includes, but is not limited to, a grate inlet, curb-opening inlet, slotted inlet and combination inlet.

d. WATERS OF THE STATE — Shall mean the ocean and its estuaries, all springs, streams and bodies of surface or groundwater, whether natural or artificial, within the boundaries of the State of New Jersey or subject to its jurisdiction.

§ 8-2.3. Prohibited Conduct. [Ord. #10-2009 § III]

No person in control of private property (except a residential lot with one single-family house) shall authorize the repaving, repairing (excluding the repair of individual potholes), resurfacing (including top coating or chip sealing with asphalt emulsion or a thin base of hot bitumen), reconstructing or altering any surface that is in direct contact with an existing storm drain inlet on that property unless the storm drain inlet either:

a. Already meets the design standard below to control passage of solid and floatable materials; or

b. Is retrofitted or replaced to meet the standard in Subsection 8-2.4 below prior to the

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completion of the project.

§ 8-2.4. Design Standard. [Ord. #10-2009 § IV]

Storm drain inlets identified in Subsection 8-2.3 above shall comply with the following standard to control passage of solid and floatable materials through storm drain inlets, for purposes of this subsection, "solid and floatable materials" means sediment, debris, trash and other floating, suspended or settleable solids. For exemptions to the standard see Subsection 8-2.4 below.

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

   1. The New Jersey Department of Transportation (NJDOT) bicycle safe grate, which is described in Chapter 2.4 of the NJDOT Bicycle Compatible Roadways and Bikeways Planning and Design Guidelines (April 1996); or

   2. 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 inch 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.

b. Whenever design engineers use a curb-opening inlet, the clear space in that 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 square inches, or be no greater than two inches across the smallest dimension.

c. This standard does not apply:

   1. Where the municipal engineer agrees that this standard would cause inadequate hydraulic performance that could not practicably be overcome by using additional or larger storm drain inlets that meet these standards;

   2. Where flows are conveyed through any device (e.g., end of pipe netting facility, manufactured treatment device, or a catch basin hood) that is designed, at a minimum, to prevent delivery of all solid and floatable materials that could not pass through one of the following:

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

      (b) A bar screen having a bar spacing of 0.5 inch.

   3. Where the New Jersey Department of Environmental Protection determines, pursuant to the New Jersey Register of Historic Places Rules at N.J.A.C. 78:4-7.2(c), that action to meet this standard is an undertaking that constitutes an encroachment or will damage or

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destroy the New Jersey Register listed historic property.

§ 8-2.5. Enforcement. [Ord. #10-2009 § V]

This section shall be enforced by the Building Inspector of the Township of Scotch Plains.

§ 8-2.6. Penalties. [Ord. #10-2009 § VI]

Any person(s) who is found to be in violation of the provisions of this section shall be subject to a fine not to exceed $25 for each storm drain inlet that is not retrofitted to meet the design standard.

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§ 16-21. ILLICIT CONNECTIONS TO THE MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4).

§ 16-21.1. Purpose. [Ord. #19-2006, § I]

The purpose of this section is to prohibit illicit connections to the municipal separate storm sewer system(s) operated by the Township of Scotch Plains, so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

§ 16-21.2. Definitions. [Ord. #19-2006, § II]

For the purpose of this section, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this section clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory. The definitions below are the same as or based on corresponding definitions in the New Jersey Pollutant Discharge Elimination System (NJPDES) rules at N.J.A.C. 7:14A-1.2.

DOMESTIC SEWAGE — Shall mean waste and wastewater from humans or household operations.

ILLICIT CONNECTION — Shall mean any physical or nonphysical connection that discharges domestic sewage, non-contact cooling water, process wastewater, or other industrial waste (other than stormwater) to the municipal separate storm sewer system operated by the Township of Scotch Plains, unless that discharge is authorized under a NJPDES permit other than the Tier A Municipal Stormwater General Permit (NJPDES Permit Number NJ0141852). Nonphysical connections may include, but are not limited to, leaks, flows, or overflows into the municipal separate storm sewer system.

INDUSTRIAL WASTE — Shall mean nondomestic waste, including, but not limited to, those pollutants regulated under Section 307(a), (b), or (c) of the Federal Clean Water Act (33 U.S.C. § 1317(a), (b), or (c)).

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) — Shall mean a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) that is owned or operated by the Township of Scotch Plains or other public body, and is designed and used for collecting and conveying stormwater.

NJPDES PERMIT — Shall mean a permit issued by the New Jersey Department of Environmental Protection to implement the New Jersey Pollutant Discharge Elimination System (NJPDES) rules at N.J.A.C. 7:14A.

NON-CONTACT COOLING WATER — Shall mean water used to reduce temperature for the purpose of cooling. Such waters do not come into direct contact with any raw material, intermediate product (other than heat) or finished product.
Non-contact cooling water may however contain algaecides, or biocides to control fouling of equipment such as heat exchangers, and/or corrosion inhibitors.

PERSON — Shall mean any individual, corporation, company, partnership, firm, association, or

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political subdivision of this State subject to municipal jurisdiction.

PROCESS WASTEWATER — Shall mean any water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, by-product, or waste product. Process wastewater includes, but is not limited to, leachate and cooling water other than non-contact cooling water.

STORMWATER — Shall mean 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.

§ 16-21.3. Prohibited Conduct. [Ord. #19-2006, § III]

No person shall discharge or cause to be discharged through an illicit connection to the municipal separate storm sewer system operated by the Township of Scotch Plains any domestic sewage, non-contact cooling water, process wastewater, or other industrial waste (other than stormwater).

§ 16-21.4. Enforcement. [Ord. #19-2006, § IV]

This section shall be enforced by the police department and/or Code Enforcement Officer of the Township of Scotch Plains.

§ 16-21.5. Violations and Penalties. [Ord. #19-2006, § V]

Any person(s) who is found to be in violation of the provisions of this section shall be subject to a fine not to exceed $500.

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TOWNSHIP OF SCOTCH PLAINS

ORDINANCE NO. 2025-15

AN ORDINANCE CREATING NEW CHAPTER, ENTITLED "TREE REMOVAL AND REPLACEMENT"

WHEREAS, Trees play a critical, often overlooked, role in the water cycle and in the mitigation of stormwater runoff issues such as soil erosion, pollutant reduction, infiltration, quantity reduction, and thermal effects and this ordinance is intended to ensure that permittees are considering these undervalued assets in their stormwater management efforts; and

WHEREAS, the New Jersey Department of Environmental Protection requires that all Tier A municipalities adopt and enforce a community-wide ordinance to control tree removal and replacement to reduce stormwater runoff and to promote the infiltration of rainwater into the soil;

NOW THEREFORE BE IT ORDAINED, by the Township Council of the Township of Scotch Plains, in the County of Union, State of New Jersey as follows:

SECTION I. Purpose:

An ordinance to establish requirements for tree removal and replacement in the Township of Scotch Plains to reduce soil erosion and pollutant runoff, promote infiltration of rainwater into the soil, and protect the environment, public health, safety, and welfare.

SECTION II. Definitions:

1. "Applicant" – any "person," as defined below, who applies for approval to remove trees regulated under this ordinance.

2. "Critical Root Radius (CRR)" – the zone around the base of a tree where most of the root system is found. This zone is calculated by multiplying the diameter at breast height (DBH) of the tree by 1.5' For example: a tree with a 6" DBH would have a CRR = 6"x1.5' = 9'.

3. "Clear Cutting" – the large-scale, indiscriminate removal of trees, shrubs, and undergrowth with the intention of preparing real property for nonagricultural development purposes. (American Planning Association, *A Survey of Planning Definitions,* Planning Advisory Service Report No. 421, 1989).
   Comment: *In a tree preservation ordinance, the removal of dead trees and selective cutting in accordance with a forest management plan (often required to be prepared by a certified forester) is usually permitted. The approving agency, in considering any development plan for a heavily wooded tract, should require submission of a tree retention plan. In addition to the removal of trees and vegetation, changes in grades and other significant cutting and filling can have deleterious impacts on the remaining trees. Many agencies require that trees to be retained be marked and protected by placing fencing around them at the drip line. This protects them, at least in theory, from construction activities.*

4. "Diameter at Breast Height (DBH)" – the diameter of the trunk of a mature tree generally measured at a point 4.5' above ground level from the uphill side of the tree. For species of trees where the main trunk divides below the 4.5' height, the DBH shall be measured at the highest point before any division.

5. "Hazard Tree" – a tree or limbs thereof that meet one or more of the criteria below. Trees that do not meet any of the criteria below and are proposed to be removed solely for development purposes are not hazard trees (a certified ISA arborist or Licensed Tree Expert (LTE) will make all Hazard tree determination):
   a. Has an infection, disease, or insect infestation.
   b. Is dead or dying.
   c. Obstructs the view of traffic signs or the free passage of pedestrians or vehicles, where pruning attempts have not been effective.
   d. Is causing obvious damage to structures (such as building foundations, sidewalks, etc.)
   e. Is determined to be a threat to public health, safety, and/or welfare by a certified ISA arborist or Licensed Tree Expert (LTE).

6. "Person" – any individual, resident, corporation, utility, company, partnership, firm, or association.

7. "Planting strip" – the part of a street right-of-way between the public right-of-way and the portion of the street reserved for vehicular traffic or between the abutting property line and the curb, or traveled portion of the street, exclusive of any sidewalk.

8. "Resident/Owner" – an individual who resides on/owns the residential property or contractor hired by the individual who resides on/owns the residential property where a tree(s) regulated by this ordinance is removed or proposed to be removed.

9. "Non-Resident" – any individual, entity, or contractor hired who does not reside on the property who has a commercial interest on the property where a tree(s) regulated by this ordinance is removed or proposed to be removed.

10. "Street Tree" – a publicly-owned tree, planted in the sidewalk, planting strip, and/or in the public right-of-way adjacent to (or specified distance from) the portion of the street reserved for vehicular traffic. This also includes trees planted in planting strips within the roadway right-of-way, i.e. islands, medians, pedestrian refuges.

11. "Tree" – a woody perennial plant, typically having a single stem or trunk growing to a considerable height and bearing lateral branches at some distance from the ground.

12. "Tree Caliper" – the diameter of the trunk of a young tree, measured six (6) inches from the soil line. For young trees, whose caliper exceeds 4", the measurement is taken 12" above the soil line.

13. "Tree, Deciduous" – trees that lose all their leaves for part of the year. Examples: maple, oak, beech, birch, elm.

14. "Tree, Evergreen" – conifer tree, which usually has leaves or needles throughout the year. Examples: pine, hemlock, spruce, cedar, holly. Note: arborvitae, Leyland cypress, and similar evergreen plants installed to act as screening purposes shall not count or be given credit towards evergreen replacement trees required to be installed as a result of evergreen tree destruction. Such evergreen screening shall count as shrubs toward tree replacement.

15. "Tree, Flowering" – small ornamental deciduous grown for display of aesthetic features including flowers and fruit. Examples: cherry, dogwood, redbud, apple.

16. "Tree removal" – to kill or to cause irreparable damage that leads to the decline and/or death of a tree. This includes, but is not limited to, excessive pruning, application of substances that are toxic to the tree, over-mulching or improper mulching, and improper grading and/or soil compaction within the CRR around the base of the tree that leads to the decline and/or death of a tree. Removal does not include responsible pruning and maintenance of a tree, or the application of treatments intended to manage invasive species.

SECTION III. Regulated Activities:

1. Application Process:
    a. Any person planning to remove a ***street tree***, as defined as ***tree removal***, with DBH of ***2.5"*** or more shall submit a Tree Removal Application. No street tree shall be removed until municipal officials have reviewed and approved the removal. The form of the application shall be determined by the designated Township Official.
    b. Non-Residential applicants will be subject to an application fee as follows:
        i. $25 each tree for up to three (3) trees in a calendar year
        ii. $75 each tree for four (4) to ten (10) trees in a calendar year
        iii. $250 each tree for more than ten (10) trees removed in a calendar year
2. Tree Replacement Requirements:
    a. Any person who removes one or more street tree(s) with a DBH of ***6"*** or more, unless exempt under Section IV, shall be subject to the requirements of the **Tree Replacement Requirements Table** below (page 5).

TREE REPLACEMENT TABLE:

Category	DBH of Existing Deciduous Tree Removal	Number of Trees	Number of Replacement Deciduous Trees (at 2.5" to 3" Caliper) per Tree Removed
1	DBH of 2.5" (for street trees) or greater than 6 and less than 12.99 inches DBH;	1	1
		2 or more	2
2	Greater than 13 and less than 22.99 inches DBH	1	1
		2 or more	3
3	Greater than 23 and less than 32.99 inches DBH	1	2
		2 or more	4
4	Greater than 33 inches DBH	1	2
		2 or more	5

Category	DBH of Existing Flowering Tree Removal	Number of Replacement Flowering Trees (at 1.5 inches) per Tree Removed	
1	Greater than 2 inches DBH	1 or more	1

Category	Height of Existing Evergreen Tree Removed	Number of Replacement Evergreen Trees (6' in height) per Tree Removed
1	8 feet up to 12 feet	1
2	12 feet up to 30 feet	2
3	Greater than 30 feet	3

The Township of Scotch Plains shall have the right to plant, prune, maintain, and remove trees, plants, and shrubs as may be necessary to ensure public safety, preserve or enhance the beauty or symmetry of public grounds, or effectuate the intent and purpose of this chapter. The Township may remove or cause to be removed any tree or part thereof which is in an unsafe condition, or which may be injurious to sewers, electric lines, gas lines, water lines, or other public improvements, or which is or may be infected with any fungus, insect, or pest.

Replacement tree(s) shall:

i. Be replaced in kind with a tree that has an equal or greater DBH than tree removed or meet the Tree Replacement Criteria in the ***table above***;
ii. Be planted within twelve (12) months of the date of removal of the original tree(s) or at an alternative date specified by the Township of Scotch Plains;
iii. Be monitored by the applicant for a period of two (2) years to ensure their survival and shall be replaced as needed within twelve (12) months; and
iv. Shall not be planted in temporary containers or pots, as these do not count towards tree replacement requirements.

Replacement trees are to be of the same species as the trees being removed or, in the alternative, may be another species native to the region, that are non-invasive. In the selection of the replacement trees, the below characteristics should be considered:

i. Species longevity;
ii. Hardiness;
iii. Resistance to insect and disease attack, and to pollution;
iv. Aesthetic values (autumn coloration, type of flowers or fruit, form characteristics);
v. Low maintenance and care;
vi. High wildlife values;
vii. Size at maturity;
viii. Effect of soil retention and erosion control; and
ix. Value as a noise buffer.

Tree Replacement Requirements Criteria:

Upon the filing of an application for a tree removal permit, and prior to the issuance of a tree removal permit, the designated Township Official, shall inspect the property, which is the subject of the application, and in particular, the tree(s) to be removed. A tree removal permit shall be issued, provided one or more of the following criteria are met:

i. The tree is dead, diseased, or in danger of falling.
ii. The tree interferes with necessary utility service.
iii. The tree creates an unsafe condition or poses a threat to public health and safety.
iv. The tree conflicts with other municipal ordinances or regulations.

3. Replacement Alternatives:
    a. If the Township of Scotch Plains determines that some or all required replacement trees cannot be planted on the property where the tree removal activity occurred, then the applicant shall do one or both of the following:
        i. Plant replacement trees in a separate area(s) approved by the Township of Scotch Plains.
        ii. Pay a contribution fee of $750.00 per non-replaced tree to the **Township of Scotch Plains' Tree Fund**. This fund shall be used exclusively for the administration and execution of tree planting projects within the Township including, but not limited to, purchasing, distributing, maintaining, and/or planting trees. All fees collected pertaining to this tree ordinance, including application and penalty fees will go to the Township of Scotch Plains' Tree Fund.

SECTION IV. Exemptions:

All persons shall comply with the tree replacement standard outlined above, except in the cases detailed below. Proper justification shall be provided, in writing, to the Township of Scotch Plains by all persons claiming an exemption. Written statements from NJ licensed tree expert as per NJ Statue 45: 15C-11 or arborist shall be required.

1. Properties used for the practice of silviculture under an approved forest stewardship or woodland management plan that is active and on file with the Township of Scotch Plains.
2. Any trees removed as part of a municipal, state, and/or county decommissioning plan. This exemption only includes trees planted as part of the construction and predetermined to be removed in the decommissioning plan.
3. Any trees removed pursuant to a New Jersey Department of Environmental Protection (NJDEP) or U.S. Environmental Protection Agency (EPA) approved environmental clean-up, or NJDEP approved habitat enhancement plan.
4. Approved game management practices, as recommended by the State of New Jersey Department of Environmental Protection, Division of Fish, Game and Wildlife;
5. Street trees which are required to be removed by property owners due to said trees interfering with driver sight distances or are dead or dying and need to be removed to preserve the public health, safety, and general welfare.
6. Parcels of land with preliminary site plan or subdivision approval, major or minor. Removal of trees prior to Township Land Use Board approval is prohibited, unless it is part of a site investigation such as a percolation test for septic system suitability.
7. Partially or completely fallen trees by acts of nature, or hazard trees which in the opinion of the designated Township Official, endanger or create a hazard to public safety.
8. Hazard trees may be removed only with a written statement from a NJ licensed tree expert or certified IDA arborist as per NJ Statue 45: 15C-11.

SECTION V. Enforcement:

1. This ordinance shall be enforced by the Township of Scotch Plains' Police Department and/or designated Township Official during ordinary enforcement duties.
2. The designated Township Official or Police Department, may order to be stopped any tree work or other activity which is carried on in violation of any provision of this chapter. The order shall be issued in writing and a copy served upon any person engaged in such tree work or such other activity. If no such person is present upon the property, then the order shall be served upon the owner of the property in question. Thereafter, any further work shall comply with the terms and conditions of any permit issued by the Township with respect to such property and the provisions of this chapter.
3. Tree removal contractor.
    a. The property owner and/or the tree removal contractor of the property owner shall be responsible for applying for the tree removal permit. A tree removal contractor independently shall verify with the Building Department that a tree removal permit has been issued prior to the commencement of work.

SECTION VI. Violations and Penalties:

For violation of any provision of this chapter, the maximum penalty, upon conviction, shall be a fine not exceeding $2,000 per tree, which shall be deposited in the Township of Scotch Plains' Tree Fund; or imprisonment for a period not exceeding 30 days, or both.

SECTION VII. Severability:

Each section, subsection, sentence, clause, and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause, and phrase, and finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause or reason shall not affect any other portion of this Ordinance.

SECTION VIII. Planting Guidelines & Procedures:

1. Planting Season (October 1 to December 15).
2. Tree Care Standards - Planting Procedure (see ANSI A300 Standards).
3. Prohibitions: No debris, limbs or other materials may be dropped upon any paved street, sidewalk, or curb while cutting or removing any tree within the Township.
4. Trees and vegetation shall not be removed in wetlands, wetland buffers, slopes more than 25%, flood plains, stream buffers, dedicated conservation easements, or other environmentally protected areas unless approvals from the New Jersey Department of Environmental Protection (NJDEP) and/or Township of Scotch Plains have been obtained.
5. Waste Disposal: Waste generated as a result of any person removing trees must be removed and disposed of at that person's cost at the time the trees are removed. Anyone receiving permission to remove a tree in the right-of-way must also remove the tree stump.

SECTION IX. Development:

Under the circumstances set forth in this section, no tree shall be cut or otherwise removed from any lands located in the Township of Scotch Plains unless a tree removal permit (unless exempt) has been issued from the designated Township Official. Tree removal permits are required when an application for development has been approved by the Township Land Use Board, or the designated Township Official, whichever is applicable. The Land Use Boards shall refer to this ordinance and tree replacement table when approving projects. A tree removal permit based thereon shall be issued by the designated Township Official under the following circumstances:

1. Where property is being developed and requires subdivision or site plan approval;
2. Time and place for filing tree removal applications.
    a. When property is being developed, and requires subdivision or site plan approval, a tree removal application shall be filed simultaneously with the Land Use Board application, as appropriate.
3. Submission of tree preservation plan in certain circumstances.
    a. When property is being developed and requires subdivision or site plan approval. A person developing property which requires subdivision or site plan approval shall submit, at the same time as his application for subdivision or site plan approval, a tree preservation plan indicating proposed locations of roads, lot improvements and existing trees.
4. Submission of the tree preservation plan.
    a. The applicant shall submit 4 copies of the tree preservation plan to the Township Land Use Board, or the designated Township Official as the case may be, in accordance with this chapter.
5. Processing of tree removal applications.
    a. Reviewing applications when the property is being developed and requires subdivision or site plan approval. The Township Land Use Board shall review all applications for tree removal where the property is being developed and requires subdivision or site plan approval. The Township Land Use Board shall act on such application in connection with the related development application at the public meeting concerning the application or within such additional time as is consented to by the applicant. This referral shall be made when the application for development is deemed complete or is scheduled for a hearing, whichever occurs sooner. Failure to refer the application as required shall not invalidate any hearing or proceeding. The designated Township Official shall review all other applications as required. The designated Township Official shall act on the application within 20 days of its receipt or within such additional time as is consented to by the applicant.
    b. Expedited review for applications to remove trees which may be a hazard to persons or property. The designated Township Official shall act on an application for the removal of a tree which the applicant believes is a hazard to persons or property within 10 days of its receipt, or as soon as is practicable. When the application is before the Township Land Use Board, the respective Board shall refer such applications to the designated Township Official for a report and recommendations. The Township Land Use Board may rely on the report and recommendations of the designated Township Official in reaching its decision to approve the tree removal application. Notwithstanding the foregoing, if the applicant believes that the condition of a tree constitutes an imminent hazard to persons or property, the applicant shall contact the designated Township Official to arrange for elimination of the hazard.

6. Specific conditions: The Township Land Use Board, or the designated Township Official, as applicable, may have the discretion to impose specific conditions on the holder of a tree removal permit. Specific conditions may include, but are not to be limited to, requiring replacement trees, selecting the type of trees to be preserved, and selecting the location of the trees to be preserved.
7. When shade tree planting is required, any person developing a property which requires subdivision or site plan approval shall plant at least one shade tree for every 50 feet of frontage on any proposed or existing right-of-way. Closer spacing may be required for certain species as determined by the designated Township Official, or the Land use Board of jurisdiction. All types and locations of shade trees to be planted shall be shown on the approved tree preservation plan approved by the Township Land Use Board, and shall be planted in accordance with the specifications for planting shade trees as provided by the Township Land Use Board. If it is impossible because of weather, season, or other circumstances for the applicant to plant trees in accordance with this chapter, an applicant shall deposit, in escrow with the Land Use Board, an amount to be determined by the Township Engineer to cover the cost of purchasing and planting each tree. When applicable, no application shall be accepted the until the applicant has complied with this chapter.
8. Effective term of permit. Any tree removal permit shall be valid for a period of no more than two years from the date of approval. The Township Land Use Board or designated Township Official, whichever is applicable, upon showing of good cause by the applicant, may recommend the extension of any permit for an additional period not to exceed one year, provided that the applicant submits an updated application.
9. Any violation of this section are subject to the penalties set forth in Section VI.

INTRODUCTION: April 29, 2025

ADOPTION: May 20, 2025

FINAL PUBLICATION: May 29, 2025

[SEAL]

Certified copy of an ordinance adopted at a regular meeting of the Township Council of the Township of Scotch Plains, Union County, New Jersey, on

20 MAY , 2025

Bozena Lacina, RMC
Municipal Clerk

TOWNSHIP OF SCOTCH PLAINS

ORDINANCE NO. 2025-18

AN ORDINANCE AMENDING CHAPTER 16 ENTITLED "FLOOD DAMAGE PREVENTION AND STORMWATER MANAGEMENT" TO CREATE A NEW SUBSECTION 22 "PRIVATELY-OWNED SALT STORAGE"

SECTION I. Purpose:
The purpose of this ordinance is to prevent stored salt and other solid de-icing materials from being exposed to stormwater.

This ordinance establishes requirements for the storage of salt and other solid de-icing materials on properties not owned or operated by the municipality (privately-owned), including residences, in the Township of Scotch Plains to protect the environment, public health, safety and welfare, and to prescribe penalties for failure to comply.

SECTION II. Definitions:
For the purpose of this ordinance, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When consistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.
A. "De-icing materials" means any granular or solid material such as melting salt or any other granular solid that assists in the melting of snow.

B. "Impervious surface" means a surface that has been covered with a layer of material so that it is highly resistant to infiltration by water.

C. "Storm drain inlet" means the point of entry into the storm sewer system.

D. "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 (new structures require a door or other means of sealing the access way from wind driven rainfall).

A fabric frame structure is a permanent structure if it meets the following specifications:
1. 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;

2. The design shall prevent stormwater run-on and run through, and the fabric cannot leak;

3. The structure shall be erected on an impermeable slab;

4. The structure cannot be open sided; and

5. The structure shall have a roll up door or other means of sealing the access way from wind driven rainfall.

E. "Person" means any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

F. "Resident" means a person who resides on a residential property where de-icing material is stored.

SECTION III. Deicing Material Storage Requirements:

A. Temporary outdoor storage of de-icing materials in accordance with the requirements below is allowed between October 15th and April 15th:

1. Loose materials shall be placed on a flat, impervious surface in a manner that prevents stormwater run-through;

2. Loose materials shall be placed at least 50 feet from surface water bodies, storm drain inlets, ditches and/or other stormwater conveyance channels;

3. Loose materials shall be maintained in a cone-shaped storage pile. If loading or unloading activities alter the cone-shape during daily activities, tracked materials shall be swept back into the storage pile, and the storage pile shall be reshaped into a cone after use;

4. Loose materials shall be covered as follows:

a. The cover shall be waterproof, impermeable, and flexible;

b. The cover shall extend to the base of the pile(s);

c. The cover shall be free from holes or tears;

d. The cover shall be secured and weighed down around the perimeter to prevent removal by wind; and

e. Weight shall be placed on the cover(s) in such a way that minimizes the potential of exposure as materials shift and runoff flows down to the base of the pile.

(1) Sandbags lashed together with rope or cable and placed uniformly over the flexible cover, or poly-cord nets provide a suitable method. Items that can potentially hold water (e.g., old tires) shall not be used;

5. Containers must be sealed when not in use; and

6. The site shall be free of all de-icing materials between April 16 and October 14.

B. De-icing materials should be stored in a permanent structure if a suitable storage structure is available. For storage of loose de-icing materials in a permanent structure, such storage may be permanent, and thus not restricted to October 15 - April 15.

C. All such temporary and/or permanent structures must also comply with all other local ordinances, including building and zoning regulations.

D. The property owner, or owner of the de-icing materials if different, shall designate a person(s) responsible for operations at the site where these materials are stored outdoors, and who shall document that weekly inspections are conducted to ensure that the conditions of this ordinance are met. Inspection records shall be kept on site and made available to the municipality upon request.

1. Residents who operate businesses from their homes that utilize de-icing materials are required to perform weekly inspections.

SECTION IV. Exemptions:
Residents may store de-icing materials outside in a solid-walled, closed container that prevents precipitation from entering and exiting the container, and which prevents the de-icing materials from leaking or spilling out. Under these circumstances, weekly inspections are not necessary, but repair or replacement of damaged or inadequate containers shall occur within 2 weeks.

If containerized (in bags or buckets) de-icing materials are stored within a permanent structure, they are not subject to the storage and inspection requirements in Section III above. Piles of de-icing materials are not exempt, even if stored in a permanent structure.

This ordinance does not apply to facilities where the stormwater discharges from de-icing material storage activities are regulated under another NJPDES permit.

SECTION V. Enforcement:
This ordinance shall be enforced by the Police Department and/or the Property Maintenance Officer of the Township of Scotch Plains during the course of ordinary enforcement duties.

SECTION VI. Violations and Penalties:
Any person(s) who is found to be in violation of the provisions of this ordinance shall have 72 hours to complete corrective action. Repeat violations and/or failure to complete corrective action shall result in fines as outlined in Chapter 3 of the Scotch Plains Township Code.

SECTION VII. Severability:
Each section, subsection, sentence, clause, and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause, and phrase, and finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause or reason shall not affect any other portion of this Ordinance.

SECTION VIII. Effective Date:
This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

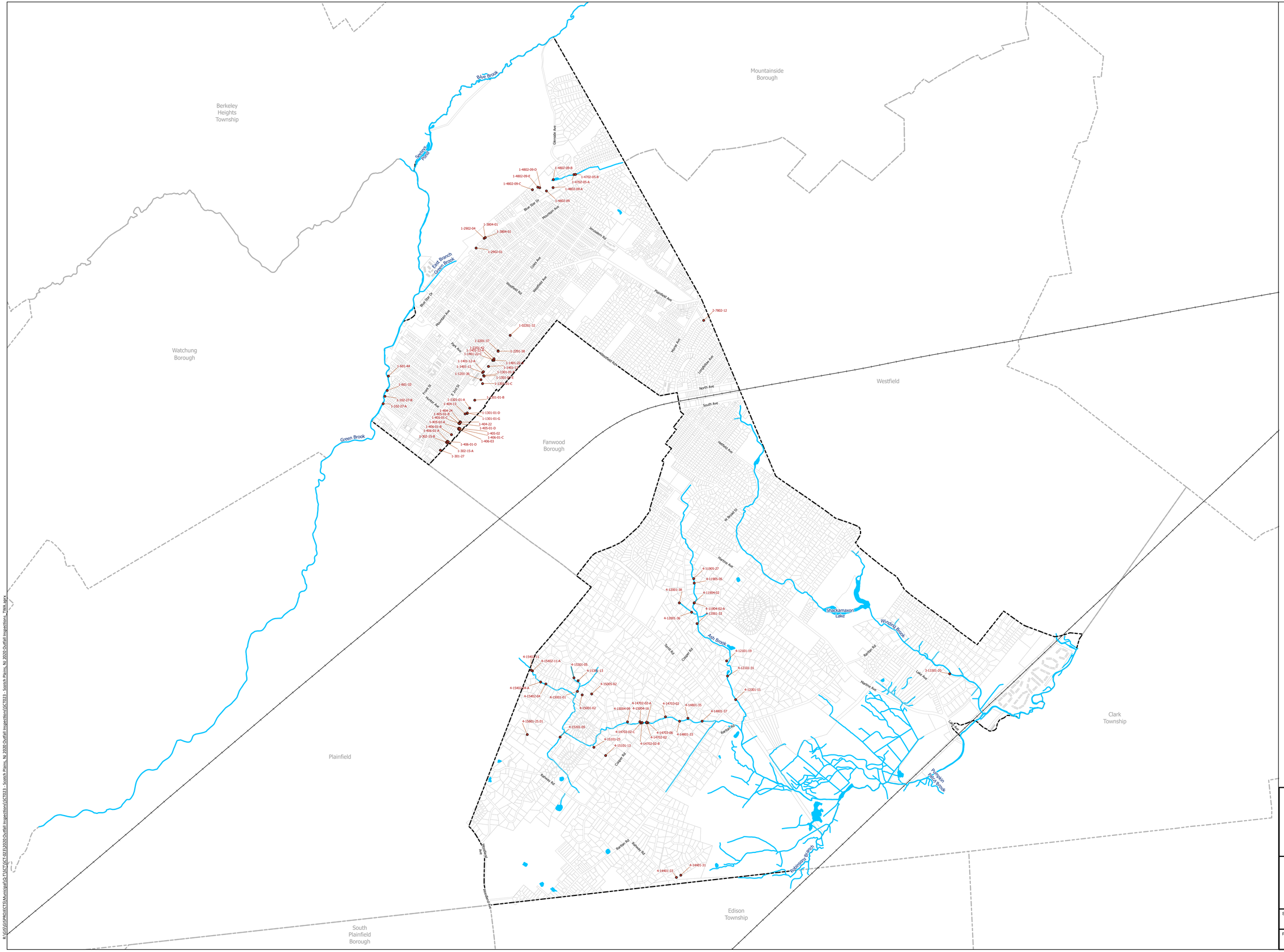
INTRODUCTION: April 29, 2025
ADOPTION: May 20, 2025
FINAL PUBLICATION: May 29, 2025

[SEAL]

Certified copy of an ordinance adopted at a regular meeting of the Township Council of the Township of Scotch Plains, Union County, New Jersey, on

20 MAY 2025

Bozena Lacina, RMC
Municipal Clerk



Legend

- Outfall
- Township of Scotch Plains
- Tax Parcels
- Railroad Centerline
- Stream
- Waterbody
- Neighboring Municipal Boundary

NOTES:

1. Stormwater surface features were located by Maser Consulting using a Centimeter-Grade Global Navigation Satellite System (GNSS) receiver in January 2021.

2. Tax Parcels, Municipal Boundaries, and Road Centerline data were obtained from the New Jersey Geographic Information Network (NJGIN).

3. Stream and Waterbody data were obtained from the New Jersey Department of Environmental Protection (NJDEP).

4. Railroad Centerlines data was obtained from New Jersey Department of Transportation (NJDOT) database.

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Feet

STORMWATER OUTFALL LOCATIONS

TOWNSHIP OF SCOTCH PLAINS
UNION COUNTY, NEW JERSEY

MASER CONSULTING

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SCALE:	DATE:	DRAWN BY:	CHECKED BY:
AS SHOWN	2/10/2021	RJK	MLT

PROJECT NUMBER:	FIGURE NUMBER:
SCT023	1 OF 1

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