



## State of New Jersey

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BOB MARTIN  
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### **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](http://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](mailto: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 <u>et seq.</u>    |
| 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](http://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](http://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](http://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](http://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](http://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](http://www.state.nj.us/dep/dwq/tier_a_guidance.htm)
- c. Construction Site Stormwater Runoff: [www.state.nj.us/dep/dwq/5g3.htm](http://www.state.nj.us/dep/dwq/5g3.htm)
- d. Snow Removal and Disposal Policy: [www.nj.gov/dep/dwq/bnpc\\_home.htm](http://www.nj.gov/dep/dwq/bnpc_home.htm)
- e. Green Infrastructure and related links: [www.nj.gov/dep/gi/](http://www.nj.gov/dep/gi/)
- f. Stormwater management information and training tools: [www.njstormwater.org](http://www.njstormwater.org)
- g. Public education for stormwater pollution: [www.cleanwater.nj.org](http://www.cleanwater.nj.org)
- h. Clean Communities, a statewide litter abatement program: [www.njclean.org](http://www.njclean.org)
- i. Geographic Information System Standards: [www.state.nj.us/dep/gis/standards.html](http://www.state.nj.us/dep/gis/standards.html)
- j. Total Maximum Daily Load (TMDL) information: [www.nj.gov/dep/dwq/msrp-tmdl-rh.htm](http://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](http://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](http://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](http://www.epa.gov/npdes/pubs/region3_factsheet_swmp.pdf)
- e. EPA's Trash Free Waters resource page: [water.epa.gov/type/oceb/marinedebris/](http://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-1 et 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.

## 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](http://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](http://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](http://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 preempted 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](http://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](http://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 measurable goals (including any recordkeeping) and implementation schedules for Post Construction Stormwater Management in New Development and Redevelopment specified in Attachment A (Measurable Goals and Implementation Schedule).

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

- a. **Community Wide Ordinances:** The Tier A Municipality shall adopt and enforce the following community wide ordinances to address improper disposal of waste:
- i. **Pet Waste Ordinance:** Adopt and enforce an ordinance that requires pet owners or their keepers to immediately and properly dispose of their pet's solid waste deposited on any property, public or private, not owned or possessed by that person. Information on the Pet Waste Ordinance and the benefits of proper disposal of pet solid waste shall be distributed with pet licenses. See Chapter 7 of the Tier A Municipal Guidance document ([www.state.nj.us/dep/dwq/tier\\_a\\_guidance.htm](http://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](http://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](http://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](http://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](http://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](http://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-system-npdes/national-menu-best-management-practices-bmps](http://www.epa.gov/national-pollutant-discharge-elimination-system-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](http://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](http://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](http://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](http://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](http://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](http://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](http://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](http://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](http://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](http://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](http://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](http://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<br>(See Part IV for specific permit requirements)   | Permit Cite  | Measurable Goal<br>(See Part IV for specific permit requirements)   | Implementation Schedule | New Requirement? |
|---|--------------|---|-------------------------|------------------|
| <b>Public Involvement and Participation Including Public Notice</b>   |              |   |                         |                  |
| 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              |
| <b>Local Public Education and Outreach</b>  |              |   |                         |                  |
| 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<br>(See Part IV for specific permit requirements)  | Permit Cite                            | Measurable Goal<br>(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              |
| <b>Post Construction Stormwater Management in New Development and Redevelopment</b>  |  |   |                         |                  |
| 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              |
| <b>Pollution Prevention/Good Housekeeping - Community Wide Ordinances</b>  |  |   |                         |                  |
| 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<br>(See Part IV for specific permit requirements)                         | Permit Cite  | Measurable Goal<br>(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               |
| <b>Pollution Prevention/Good Housekeeping - Community Wide Measures</b>                               |              |   |                         |                  |
| 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<br>(See Part IV for specific permit requirements)  | Permit Cite   | Measurable Goal<br>(See Part IV for specific permit requirements)   | Implementation Schedule | New Requirement? |
|--|---------------|---|-------------------------|------------------|
| <b>Pollution Prevention/Good Housekeeping - Municipal Maintenance Yards and Other Ancillary Operations</b>   |               |   |                         |                  |
| 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<br>(See Part IV for specific permit requirements)  | Permit<br>Cite | Measurable Goal<br>(See Part IV for specific permit requirements)  | Implementation<br>Schedule | New<br>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                 |
| <b>Pollution Prevention/Good Housekeeping - Training Program</b>   |                |  |                            |                     |
| 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                 |
| <b>MS4 Outfall Pipe Mapping and Illicit Discharge and Scouring Detection and Control</b>   |                |  |                            |                     |
| 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<br>(See Part IV for specific permit requirements)   | Permit Cite | Measurable Goal<br>(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               |
| <b>Stormwater Facilities Inventory</b>  |             |  |                         |                  |
| 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              |
| <b>Stormwater Facilities Map</b>  |             |  |                         |                  |
| 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<br>(See Part IV for specific permit requirements)  | Permit Cite | Measurable Goal<br>(See Part IV for specific permit requirements)  | Implementation Schedule | New Requirement? |
|--|-------------|--|-------------------------|------------------|
| <b>Stormwater Facilities Maintenance</b>   |             |  |                         |                  |
| 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              |
| <b>Total Maximum Daily Load (TMDL) Info.</b>   |             |  |                         |                  |
| 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 |
| <b>Website and Social Media</b>     | 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      |
| <b>Newspaper Ad</b>                 | Use Department created and approved stormwater education materials available on <a href="http://www.cleanwaternj.org">www.cleanwaternj.org</a> to publish an ad in a newspaper or newsletter that serves the municipality.  | 1      |
| <b>Radio/Television</b>             | Broadcast a radio or television public service announcement from <a href="http://www.cleanwaternj.org">www.cleanwaternj.org</a> on a local radio or municipal public service channel.   | 1      |
| <b>Green Infrastructure Signage</b> | 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      |
| <b>Billboard/Sign</b>               | 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      |
| <b>Mural</b>                        | 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      |
| <b>Stormwater Facility Signage</b>  | 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      |

| <b>Category 2: Targeted Audiences Outreach</b> |  |               |
|--|--|---------------|
| <b>Activity</b>                                | <b>Description</b>   | <b>Points</b> |
| <b>Stormwater Display</b>                      | 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             |
| <b>Promotional Item</b>                        | 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             |
| <b>Mailing or e-Mailing Campaign</b>           | 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             |
| <b>Mailing or e-Mailing Campaign</b>           | 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             |
| <b>Pet Owner Education</b>                     | 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             |
| <b>Ordinance Education</b>                     | 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             |

| <b>Category 3: School / Youth Education and Activities</b> |   |               |
|--|---|---------------|
| <b>Activity</b>  | <b>Description</b>  | <b>Points</b> |
| <b>School Presentations</b>                                | 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 <a href="http://www.state.nj.us/dep/seeds">www.state.nj.us/dep/seeds</a> . Presentations receive 1 credit per presentation, with a maximum of 5 credits allowed. | 5             |
| <b>Water Education Workshops</b>                           | Provide water-related professional development workshops for local teachers from a registered NJ Department of Education Professional Development Provider.   | 2             |
| <b>Storm Drain Labeling</b>                                | 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             |
| <b>Educational Contest for Schools</b>                     | 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.  |   |
| <b>AmeriCorps Event</b> | Coordinate an event (e.g. volunteer stream monitoring, educational presentations, or stormwater awareness project) through <a href="#">AmeriCorps NJ Watershed Ambassador Program</a>   | 4 |
| <b>Clean-up</b>         | 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 |
|--|--|--------|
| <b>Regional Stormwater Collaboration</b> | 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 |
|--|---|--------|
| <b>Volunteer Stormwater Mapping or Stream Monitoring</b> | 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 <a href="#">AmeriCorps NJ Watershed Ambassador Program</a> or review <a href="#">USEPA National Directory of Volunteer Monitoring Programs</a> .                          | 3      |
| <b>Rain Barrel Workshop</b>                              | 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      |
| <b>Rain Garden Workshop</b>                              | 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      |
| <b>Community Event</b>                                   | 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      |
| <b>Community Involvement</b>                             | 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. |  |
|--|----------------------|--|

| <b>Category 6: Priority Activities for MS4 Municipalities that Impact CSOs</b> |   |               |
|--|---|---------------|
| <b>Activity</b>  | <b>Description</b>  | <b>Points</b> |
| <b>Regional Community Collaboration</b>  | 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             |
| <b>Green Infrastructure Workshop</b>   | 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             |
| <b>Stormwater Facility Signage</b>   | 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             |
| <b>Community Activity</b>  | 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             |
| <b>Mural</b>   | 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             |
| <b>School Presentations</b>  | 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 <a href="http://www.state.nj.us/dep/seeds">www.state.nj.us/dep/seeds</a> . 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. condominium association) 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. 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](http://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. 5:21 include requirements for bicycle safe grates.

Examples of grates subject to this standard include grates in grate inlets; the grate portion (non-curb opening portion) of combination inlets; grates on storm sewer manholes; ditch grates; trench grates; and grates of spacer bars in slotted drains. Examples of ground surfaces include surfaces of roads, (including bridges), driveways, parking areas, bikeways, plazas, sidewalks, lawns, fields, open channels, and stormwater basin floors used to collect stormwater from the surface into a storm drain or surface water body

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

## Exemptions from the Design Standard

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

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

A bar screen having a bar spacing of 0.5 inches;

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

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

**Attachment D – Major Development Stormwater Summary**

**General Information**

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

**Site Design Specifications**

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

**Storm Event Information**

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

**Basin Specifications (answer all that apply)**

\*If more than one basin, attach multiple sheets\*

|  |   |
|--|---|
| 1. Type of Basin:  | Surface/Subsurface (circle one)                 |
| 2. Owner (circle one):   |   |
| Public   | Private: If so, Name: _____ Phone number: _____ |
| 3. Basin Construction Completion Date:                         |   |
| 4. Drain Down Time (hr.):                                      |   |
| 5. Design Soil Permeability (in./hr.):                         |   |
| 6. Seasonal High Water Table Depth from Bottom of Basin (ft.): | Date Obtained: _____                            |
| 7. Groundwater Recharge Methodology (circle one):              | 2 Year Difference NJGRS Other 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 overflowing resulting from normal or abnormal operations, overflowing, 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](http://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/](http://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](http://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

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

| <b><u>Date and Time of Pump Out</u></b> | <b><u>Volume of Liquid Removed</u></b> | <b><u>Waste Hauler *</u></b> | <b><u>Destination of the Liquid Disposal *</u></b> |
|---|--|------------------------------|--|
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**\* The Permittee must maintain copies of all hauling and disposal records and make them available for inspection.**