

THE COUNTY OF MONMOUTH

PUBLIC COMPLEX PERMIT

STORMWATER POLLUTION PREVENTION PLAN (SPPP)

*MONMOUTH COUNTY CORRECTIONAL INSTITUTION (MCCI)
FREEHOLD, NJ*

NJPDES MUNICIPAL STORMWATER REGULATION PROGRAM

NJPDES GENERAL PERMIT # NJG0152161

PROGRAM INTEREST ID # 222749

Effective Date of Permit Authorization: April 1, 2004

Date of Initial Completion: April 1, 2005

Revision Date: June 2019
2019 Revision prepared by Najarian Associates



**MONMOUTH COUNTY CORRECTIONAL INSTITUTION
STORMWATER POLLUTION PREVENTION PLAN (SPPP)**

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Monmouth County Public Complex Stormwater Pollution Prevention Plan (SPPP)

NJPDES #	NJG0152161	
PI ID #	222749	
Effective Date of Permit Authorization (EDPA)	April 1, 2004	
Date of Completion	April 1, 2005	
Date of SPPP Revision	June 2019	

As a result of the United States Environmental Protection Agency's Phase II Stormwater Rules, which were adopted on December 8, 1999, the NJDEP proposed amendments to the NJPDES Regulations (N.J.A.C. 7:14A) which were presented in the January 6, 2004 New Jersey Register. These changes address non-point sources of contamination that enter our waterways through stormwater runoff, which is estimated to attribute to 60% of the existing water pollution problems within our State. The NJDEP has implemented these changes through the NJPDES Municipal Stormwater Regulation Program, whose focus is to address pollutants entering waters through municipal separate storm sewer systems (MS4s) owned or operated by local, county, state and federal government agencies. As a result, applicable public agencies were required to prepare and submit a NJPDES General Stormwater Permit Request for Authorization 30 days from the effective date of the rule authorization, or March 3, 2004.

These regulations affect all 566 New Jersey municipalities, all 21 counties, the New Jersey Department of Transportation and state highway authorities, numerous public complexes which include colleges and universities, prisons and hospitals operated by counties, and other public agencies.

For purposes of this permit and as described under N.J.A.C. 7:14A-25.29a)2, a “Public Complex” is a single lot, or two or more lots that are contiguous (“contiguous lots”) or on a college or university campus, which contains at least two buildings owned or operated by the same county, State, interstate, or Federal agency and the Public Complex has a combined total of at least 1,000 employees, military personnel, or residents (including patients or prisoners) usually present at least six hours per day on weekdays.

Based on this definition, the Monmouth County Correctional Institution (MCCI) qualifies for a NJPDES Public Complex General Stormwater Permit. The facility has an occupancy rating of 1,328 inmates. The effective date of permit authorization (EDPA) for the MCCI General Stormwater Permit is April 1, 2004. Implementation schedules will correspond with the EDPA for each of the Statewide Basic Requirements (SBRs) addressed in the MCCI General Stormwater Permit. A copy of the Public Complex Stormwater General Permit is included in Attachment I.

The stormwater program is described in this Stormwater Pollution Prevention Plan (SPPP). A SPPP is a document that addresses the following goals:

1. To implement and maintain Best Management Practices (BMPs) that identify, reduce, eliminate, and/or prevent the discharge of stormwater pollutants;
2. To prevent violations of surface water quality, groundwater quality, and sediment management standards; and
3. To eliminate illicit discharges to stormwater drainage systems.

The SPPP is comprised of Forms 1 through 17. The Stormwater Pollution Prevention Team Member list is provided on Form 1 and includes Team Member email addresses and phone numbers.

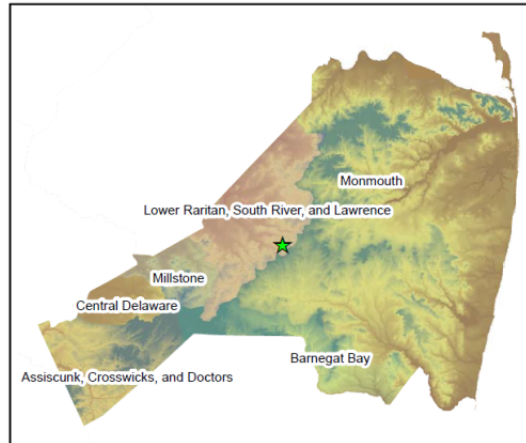
The procedures to address Illicit Connections are presented on Form 7. Illicit Connection investigations will involve the Monmouth County Health Department.

Standard Operating Procedures (SOPs) – Best Management Practices (BMPs) are provided in the Form 16 for Good Housekeeping Practices. No fueling operations or vehicle maintenance are conducted on this property.

As the SPPP is a dynamic document, it will be revised as changes arise – as such, different sections may be revised at different times. The revision dates are presented at the bottom of each section.

Background

Monmouth County is located in the eastern portion of central New Jersey and is comprised of 472 square miles. The County encompasses six (6) Watershed Management Areas (WMAs), which include the Monmouth WMA, the Barnegat Bay WMA, the Lower Raritan, South River, and Lawrence WMA, the Millstone WMA, the Central Delaware WMA, and the Assiscunk, Crosswicks, and Doctors WMA.



The Monmouth County Correctional Institution (MCCI) is located at 1 Waterworks Road, Freehold Township, New Jersey. This correctional facility is one of the largest facilities of its kind in New Jersey and is one of the top ten largest county correctional institutions in the nation.

The Township of Freehold is 38.8 square miles. It is located in the western part of Monmouth County and has a population of approximately 35,000. Freehold Township is located within the Barnegat Bay WMA, the Monmouth WMA, and the Lower Raritan, South River, and Lawrence WMA. The Manasquan River Watershed extends through the central Portion of Freehold Township. The Township currently has more than 7,300 acres of permanent open space.

The Manasquan River drains an area of 82 square miles and flows for approximately 23 miles southeast, from the west in Freehold and Manalapan Townships to the Manasquan Inlet, where it empties into the Atlantic Ocean at Point Pleasant Beach.

The Manasquan River watershed covers approximately 52,759 acres. Approximately eight percent of this acreage (4,054.74 acres) is in Ocean County. The remaining 92 percent of the watershed (48,704.14 acres) is in Monmouth County.



MCCI is comprised of one overall building; the main building which houses all of the inmates, guards, and administrative offices as well as an auxiliary support building. MCCI is bordered by US-Route 9 to the west, and the Topanemus Lake to the north. Mixed forested wetlands also border the site to the north and east. Stormwater drainage on site is limited to a stormwater detention basin, swale and catch basins located in the asphalt parking lots.

SPPP Signature Page

Team Member/Title: John W. Tobia, Director of Public Works and Engineering

Email: John.Tobia@co.monmouth.nj.us

Phone: 732-683-8757 ext 2131

Public Complex: Monmouth County Correctional Institution (MCCI)

NJDEP # : NJG0152161

Effective Date of Permit Authorization (EDPA): April 1, 2004

Date of Completion: 04 / 01 / 2005 Date of most recent update: 06 / 19 / 2019

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



(Signature)

6 / 19 / 19

(Date)

John W. Tobia

(Print Name)

Director of Public Works and Engineering

(Title)

(NOTE: A new SPPP signature page should be attached each time the SPPP is updated or modified, excluding data entries. Previous SPPP signature pages shall be retained as part of the SPPP.)

SPPP Form 1

Storm Water Pollution Prevention Team Members

Stormwater Program Coordinator: John W. Tobia
Title: Director of Public Works and Engineering
Email: John.Tobia@co.monmouth.nj.us
Office Phone #: 732-683-8757 ext. 2131
Emergency Phone #: 732-859-3191

Public Notice Coordinator: Trisha Ring Wajda
Title: Deputy Communications Director
Email: tricia.wajda@co.monmouth.nj.us
Office Phone #: 732-431-7310 ext. 7318
Emergency Phone #:

Post-Construction Stormwater Management Coordinator: John W. Tobia
Title: Director of Public Works and Engineering
Email: John.Tobia@co.monmouth.nj.us
Office Phone #: 732-683-8757 ext. 2131
Emergency Phone #: 732-859-3191

Public Notice Coordinator: Trisha Ring Wajda
Title: Deputy Communications Director
Email: tricia.wajda@co.monmouth.nj.us
Office Phone #: 732-431-7310 ext. 7318
Emergency Phone #:

Regulatory Mechanism Coordinator: Marion Masnick; John W. Tobia, Joseph Ettore
Title: Clerk of the Board; Director of Public Works and Engineering, County Engineer
Email: Marion.Masnick@co.monmouth.nj.us; John.Tobia@co.monmouth.nj.us;
Joseph.Ettore@co.monmouth.nj.us
Office Phone #: 732-431-7387; 732-683-8757, 732-431-7760
Emergency Phone #:

Physical Plant Manager: Mark Dorr
Title: Buildings and Grounds Assistant Supervisor
Office Phone #: 732-431-7860 ext. 1296
Emergency Phone #: 908-692-2248

Employee Training Coordinator: Dave Kryzyzanowski
Title: Supervisor of General Services
Office Phone #: 732-431-7360 ext. 2172
Emergency Phone #:

Other: Joe Attanasio
Title: Supervisor Maintenance and Repair, Buildings and Grounds Division
Office Phone #: 732-431-7860 ext. 1293
Emergency Phone #:

Other: Robert Compton
Title: Superintendent, Department of Public Works & Engineering
Office Phone #: 732-431-7360 ext. 3717
Emergency Phone #:

SPPP Form 2 Public Notice

Team Member/Title: Trisha Ring Wajda, Deputy Communications Director

Email: tricia.wajda@co.monmouth.nj.us

Phone: 732-431-7310 ext. 7318

Briefly outline the principal ways in which you comply with applicable State and local public notice requirements when providing for public participation in the development and implementation of your stormwater program.

For any meetings where public notice is required under the Open Public Meetings Act (“Sunshine Law”, N.J.S.A. 10:4-6 et seq.), Monmouth County provides public notice in a manner that complies with the requirements of that Act.

In regard to the county budget, Monmouth County provides public notice in a manner that complies with the requirements of the Local Budget Law, N.J.S.A. 40A:4-1 et seq.

For resolutions of the Monmouth County Board of Chosen Freeholders that prove a penalty for violation thereof, Monmouth County provides public notice in a manner that complies with the requirements of N.J.S.A. 40:24-3.

All public notices appear in the following periodicals:

- Asbury Park Press

The County must annually certify their compliance with applicable State and local public notice requirements when providing for public participation in developing and implementing the County’s stormwater program.

SPPP Form 3

New Development and Redevelopment Program

Team Member/Title: Joseph Ettore, County Engineer

Email: Joseph.Ettore@co.monmouth.nj.us

Telephone: 732-431-7760

Describe in general terms your post-construction stormwater management in new development and redevelopment program (post-construction program), and how it complies with the Public Complex Permit minimum standard. This description must address how adequate long term operation and maintenance of BMPs will be ensured; compliance with the standard in Attachment C of the permit (new storm drain inlet design standard); adoption and implementation of applicable design and performance standards established under N.J.A.C. 7:8 for major development; and use of the Post-Construction Program Design Checklist for Individual Projects. Attach additional pages as necessary.

Post Construction Stormwater Management in New Development & Redevelopment

Monmouth County is implementing a post-construction stormwater management in new development and re-development program as per the Public Complex Permit minimum standard. The County intends to consider the applicable design and performance standards as early as possible in the project planning and design process.

The Monmouth County Division of Engineering will determine which development projects are subject to the standard, and will assist in the design and execution of these projects to ensure that the minimum standard is met. Monmouth County's Annual Report and Certification will list the projects subject to the standard. The Monmouth County Buildings and Grounds Division will maintain these projects in accordance with the County's Public Complex Stormwater Permit.

The Monmouth County Board of Chosen Freeholders adopted a resolution which will accomplish the following goals:

1. Adopt (and incorporates by references) for such projects the applicable design and performance standards (including maintenance requirements) established under N.J.A.C. 7:8 for major development, and the storm drain inlet design standard in Attachment C;
2. Requires that all such projects be designed to comply with these design and performance standards and this storm drain inlet design standard;
3. Requires that the Public Complex Permit's Post-Construction Program Design Checklist for Individual Projects be completed before each project's construction is approved.

Resolution #06-45 is included in Appendix II for reference and includes the Post-Construction Program Design Checklist for Individual Projects.

The Monmouth County Division of Engineering works cooperatively with the Monmouth County Planning Department relative to stormwater management responsibilities concerning new development and redevelopment projects. The cooperation of these, and other County Divisions, are intended to encourage consistency and coordination among County stormwater management

activities, and may result in some future revisions to the County's post-construction program.

The following information is also to be included in the Annual Report and Certification for each new development or redevelopment project regulated by the Public Complex Permit:

- Project name and municipality
- Description of project
- Acres of disturbance (estimate)
- Acres of additional impervious surface (estimate)
- Land use regulation program permit requirement
- Completion of Design Checklist for Individual Projects
- Waiver claims under N.J.A.C. 7:8-5.2(e)
- Project approved for construction
- Completion of project

Compliance with the Storm Drain Inlet Design (Attachment C of Permit)

For most projects, Monmouth County will use the NJDOT bicycle safe grate and (if needed) a curb opening with a clear space no bigger than two (2) inches across the smallest dimension. The storm drain inlets will also be engineered to ensure adequate hydraulic performance.

Please refer to [Form 11 – Solids and Floatable Control - Storm Drain Inlets](#) for retrofitting of existing storm drain inlets.

Operation and Maintenance of Best Management Practices (BMPs)

Since the EDPA, Monmouth County has not constructed any projects regulated by the Public Complex Permit as new development and redevelopment projects. When the County constructs any project regulated by the Public Complex Permit as a new development and redevelopment project, the County will ensure adequate long-term operation and maintenance of BMPs for that project by preparing (through the Monmouth County Division of Engineering and Traffic Safety) a project maintenance plan in accordance with N.J.A.C. 7:8-5.8 where applicable, and requiring funding of that plan.

SPPP Form 4
Local Public Education Program
(College, Universities, and Military Bases only)

Team Member/Title: Robert Compton, Superintendent Dept. of Public Works & Engineering

Email: Robert.Compton@co.monmouth.nj.us

Phone: 732-431-7360 ext. 3717

Describe your Local Public Education Program. Be specific on how you will distribute your educational information, and how you will conduct your annual event (colleges and universities only). Attach additional pages with the date(s) of your annual mailing and the date and location of your annual event. (NOTE: This requirement is fulfilled in the employee training program for all other public complexes.)

The educational component of the permit will be satisfied through the implementation of the employee training program pursuant to Part IV.B.5.d (Employee Training) the County's Public Complex Stormwater Permit.

Please refer to Form 17 - Employee Training for a description of Monmouth County's Employee Training Program.

SPPP Form 5

Storm Drain Inlet Labeling

Team Member/Title: Mark Dorr, Buildings and Grounds Assistant Supervisor

Email: Mark.Dorr@co.monmouth.nj.us

Phone: 732-431-7860 ext. 1296

Storm Drain Inlet Labeling Program

Describe your storm drain inlet labeling program, including your labeling schedule, the details of your long-term maintenance plan, and plans on coordinating with watershed groups or other volunteer organizations.

All inlets within the Monmouth County Correction Institution were labeled by the interim deadline of April 1, 2007. Inlet labeling logs will be maintained by Public Works

Long-Term Inlet Labeling Maintenance

The Monmouth County Buildings and Grounds Division will ensure long-term maintenance of the storm drain inlet labels during the annual inspection for the catch basin cleaning program. If a label is not visible, the Buildings and Grounds Division will contact the Monmouth County Highway Department to re-label that basin.

Description of Labels

Monmouth County uses storm drain inlet labels which read "No Dumping – Drains to Water Body." A typical label is depicted below:



SPPP Form 6

MS4 Outfall Pipe Mapping

Team Member/Title: James Cerreta, Assistant Director of Public Works & Engineering; Bob Dickerson, Supervising Road Inspector

Email: James.Cerreta@co.monmouth.nj.us; Robert.Dickerson@co.monmouth.nj.us

Phone: 732-683-8758, 732-431-6550

Explain how you will prepare your map (include its type and scale, and the schedule for the mapping process). Who will prepare your map (e.g., Public Complex employees, a consultant, etc.)?

MS4 Outfall Pipe Mapping

The MCCI stormwater runoff is directed to an onsite detention basin. There are two (2) stormwater outfalls located onsite that discharge to surface waterbodies. The outfalls are mapped and managed through Monmouth County's assessment management system and depicted on the Stormwater Facilities and Outfall Map Figure included with this SPPP.

The Monmouth County Department of Public Works and Engineering maintains a GIS inventory of the outfalls within the stormwater system. The County MS4 outfall map will be available for inspection in the Monmouth County Public Works office, located at 250 Center Street, Freehold, New Jersey.

SPPP Form 7

Illicit Connection Elimination Program

Team Member/Title: Joseph Ettore, County Engineer & Christopher Merkle, Public Health Coordinator and Health Officer

Email: Joseph.Ettore@co.monmouth.nj.us, health@co.monmouth.nj.us

Phone: 732-431-7760, 732-431-7456

Describe your Illicit Connection Elimination Program, and explain how you plan on responding to complaints and/or reports of illicit connections (e.g., hotlines, etc.). Attach additional pages as necessary.

Illicit Connection Elimination Program Details

Outfall pipes found to have dry weather flow or indications of intermittent non-stormwater flow will be further investigated by the Monmouth County Division of Engineering and Traffic Safety, with the assistance of the Monmouth County Health Department, as need. If no dry weather or intermittent flows are observed, there is probably not an illicit connection. Inspection information will be maintained in the County's Asset Management System.

The initial step of the investigation process of an Illicit Connection is the completion by Monmouth County Division of Engineering and Traffic Safety personnel of the Illicit Connection Inspection Report Form. Upon completion, if it is determined further investigation is required, this form will be forwarded to the Monmouth County Health Department and entered into the Health Department's Complaint Database.

The potential Illicit Connection will be further evaluated by the Health Department, as needed. Upon completion of the investigation by the Health Department, documentation will be returned to the Division of Engineering and Traffic Safety for inclusion in the Annual Report and Certification.

For illicit connections from a public source (e.g. the host municipality or a neighboring municipality), notification will be provided to that entity, and a written explanation sent to the NJDEP detailing the results of the investigation. The report should be directed to the permit manager and enforcement case manager.

If the illicit connection poses an immediate threat, employees have been instructed to call the Monmouth County Health Department at 732-431-7456. Separate written notification of such action will also be sent to the NJDEP.

Long Term Illicit Connection Elimination

The County will re-inspect each outfall for illicit connections at least once per five-year permit cycle. In addition, the County will investigate possible illicit connections reported by residents or municipalities. Illicit connection inspections will also be conducted when the outfall pipes are being inspected for stream scouring if the inspection is preceded by a 72 hour dry weather period (see Form 15 Outfall Pipe Stream Scouring Remediation).

Illicit Connection Inspection Report Form

SECTION I

Completed by Monmouth County Division of Engineering and Traffic Safety

Inspector Name: _____

Phone: _____

Inspection Date: _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

Number of Photographs _____

1. Is there a dry weather flow? Y (___) N (___)
2. If "YES", what is the outfall flow estimate? _____ gpm
3. Are there any indications of an intermittent flow? Y (___) N (___)
4. If you answered "NO" to BOTH questions #1 and #3, there is probably not an illicit connection. If you answered "YES" to either question, please continue to question #5.

INITIAL PHYSICAL OBSERVATIONS:

(a) **ODOR:** none___ sewage___ sulfide___ oil___ gas___ rancid/sour___
other: _____

(b) **COLOR:** none___ other: _____

(c) **TURBIDITY:** none___ cloudy___ opaque___

(d) **FLOATABLES:** none___ petroleum___ sheen___ sewage___
other: _____

(e) **DEPOSITS/STAINS:** none___ sediment___ oily___ other: ___

(f) **VEGETATION CONDITIONS:** normal___ excessive growth___ inhibited growth___

(g) **DAMAGE TO OUTFALL STRUCTURES:**

IDENTIFY STRUCTURE: _____

DAMAGE: none___ concrete spalling/cracking___ peeling paint___
metal corrosion___ other damage:___

Additional Observations:

Submit this form and photographs to Mr. Christopher Merkle
of the Monmouth County Health Department for further investigation

Date provided to the Health Department: _____

SECTION II

Completed by Monmouth County Health Department

Date received: _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

5. Is further investigation warranted? Y (___) N (___)

6. If no, please return this form to _____ of the Division of Engineering and Traffic Safety.

Inspector Name: _____

Phone: _____

Inspection Date: _____

PHYSICAL OBSERVATIONS

(a) **ODOR:** none___ sewage___ sulfide___ oil___ gas___ rancid/sour___

other: _____

(b) **COLOR:** none___ other: _____

(c) **TURBIDITY:** none___ cloudy___ opaque___

(d) **FLOATABLES:** none___ petroleum___ sheen___ sewage___

other: _____

(e) **DEPOSITS/STAINS:** none___ sediment___ oily___ other: _____

(f) **VEGETATION CONDITIONS:** normal___ excessive growth___ inhibited growth___

7. Was a sample collected for field and/or laboratory analyses? Y (___) N (___)

ANALYSES OF OUTFALL FLOW SAMPLE:

* field calibrate instruments in accordance with manufacturer's instructions prior to testing.

(a) **DETERGENTS:** _____mg/L

(if sample is greater than 0.06 mg/L, the sample is contaminated with detergents [which may be from sanitary wastewater or other sources]. Further testing is required and this outfall should be given the highest priority.)

(if the sample is not greater than 0.06 mg/L and it does not show physical characteristics of sanitary wastewater [e.g., odor, floatables, and/or color] it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water.)

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

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

(if the Ammonia to Potassium Ratio is less than or equal to 0.06:1, then the pollutant is from another washwater source.)

(c) **FLUORIDE:** _____ mg/L

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

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

(d) **TEMPERATURE:** _____ °F

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

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

Laboratory Analyses:

SPPP Form 8

Illicit Connection Records

Team Member/Title: James Cerreta, Assistant Direct of Public Works & Engineering & Bob Dickerson, Supervising Road Inspector

Email: James.Cerreta@co.monmouth.nj.us; Robert.Dickerson@co.monmouth.nj.us

Phone: 732-683-8758, 732-431-6550

Prior to July 1, 2019

Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.

Total number of inspections performed this year? _____

Number of outfalls found to have a dry weather flow? _____

Number of outfalls found to have an illicit connection? _____

How many of the MCCI's own illicit connections were eliminated? _____

Of the MCCI's own illicit connections found, how many remain? _____

How many illicit connections found to emanate from another entity were reported to NJDEP? _____

July 1, 2018 – June 30, 2019

Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow.

Total number of inspections performed this year? _____

Number of outfalls found to have a dry weather flow? _____

Number of outfalls found to have an illicit connection? _____

How many of the MCCI's own illicit connections were eliminated? _____

Of the MCCI's own illicit connections found, how many remain? _____

How many illicit connections found to emanate from another entity were reported to NJDEP? _____

July 1, 2019 – June 30, 2020

Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow

Total number of inspections performed this year? _____

Number of outfalls found to have a dry weather flow? _____

Number of outfalls found to have an illicit connection? _____

How many of the MCCI's own illicit connections were eliminated? _____
Of the MCCI's own illicit connections found, how many remain? _____
How many illicit connections found to emanate from another entity were reported to NJDEP? _____
July 1, 2020 – June 30, 2021
<i>Attach a copy of each illicit connection report form for outfalls found to have a dry weather flow</i>
Total number of inspections performed this year? _____
Number of outfalls found to have a dry weather flow? _____
Number of outfalls found to have an illicit connection? _____
How many of the MCCI's own illicit connections were eliminated? _____
Of the MCCI's own illicit connections found, how many remain? _____
How many illicit connections found to emanate from another entity were reported to NJDEP? _____

SPPP Form 9

Vegetative Waste Collection and Disposal Program

Team Member/Title: Mark Dorr, Buildings and Grounds Assistant Supervisor

Email: Mark.Dorr@co.monmouth.nj.us

Phone: 732-431-7860 ext. 7860

Please describe your vegetative waste collection and disposal program. If the Public Complex contains homes where residents maintain yards, be sure to include the collection schedule and how you will notify the residents of this schedule. Attach additional pages as necessary.

There are no residents within the Monmouth County Correctional Institution (MCCI) who are responsible for their own yard maintenance nor are there any residents who generate yard waste. All maintenance of common areas is performed by MCCI employees.

To ensure vegetative waste is properly collected, handled and disposed of, all lawns and grass areas located within MCCI will be mowed by maintenance personnel. Grass clippings are mulched during lawn cutting at the complex.

Due to the limited tree cover, leaves are collected from MCCI as needed and mulched onsite.

SPPP Form 10

Regulatory Mechanisms

Team Member/Title: Marion Masnick, Clerk of the Board

Email: Marion.Masnick@co.monmouth.nj.us;

Phone: 732-431-7387

Regulatory Mechanisms

For each regulatory mechanism, give the date of adoption. If not yet adopted, explain the development status:

Pet Waste: Resolution #06-47 dated January 12, 2006

Litter: Resolution #06-47 dated January 12, 2006

Improper Disposal of Waste: Resolution #06-47 dated January 12, 2006

Wildlife Feeding: Resolution #06-47 dated January 12, 2006

Vegetative Waste: There are no residents of MCCI who maintain yards.

(NOTE: If the Public Complex is not developing a vegetative waste regulatory mechanism because the Public Complex has no homes where residents maintain yards, provide that explanation above.)

Illicit Connections: Resolution #06-47 dated January 12, 2006

What is the nature of these regulatory mechanisms and how will they be enforced?

The County passed an accompanying resolution to refer to the ordinances of Freehold Township where appropriate. In addition, regulatory mechanisms may also be addressed through a road resolution, which applies to the entire County.

If your position is that the Public Complex has no legal authority to adopt and/or enforce a mechanism to regulate pet possession or pet waste disposal, littering, improper waste disposal, or wildlife feeding by the general public on Public Complex property, attach a statement from your attorney supporting this position.

SPPP Form 11

Storm Drain Inlets (Retrofitting)

Team Member/Title: Joseph Ettore, County Engineer

Email: Joseph.Ettore@co.monmouth.nj.us

Phone: 732-431-7760

What type of storm drain inlet design will generally be used for retrofitting?

For most projects Monmouth County will use the NJDOT bicycle safe grate style and (if needed) a curb opening with a clear space no bigger than two inches across the smallest dimension.

Repaving, repairing, reconstruction or alteration project name (attach additional pages as necessary)	Projected start date	Start Date	Date of completion	# of storm drain inlets	# of storm drains with exemptions

Describe your Road Erosion Control Maintenance Program, including how you will perform inspections and frequency. (NOTE: Attach a road erosion control maintenance log containing the following information: location, repairs, date.)

SPPP Form 12

Street Sweeping and Road Erosion Control

Team Member/Title: Mark Dorr, Buildings and Grounds Assistant Supervisor

Email: Mark.Dorr@co.monmouth.nj.us

Phone: 732-431-7860 ext. 1296

Street Sweeping

Please describe the street sweeping schedule that you will maintain.

(NOTE: Attach a street sweeping log containing the following information: date and area swept, # of miles swept and the total amount of materials collected.)

The Monmouth County Buildings and Grounds Division will be responsible for ensuring the parking lots and service road of the MCCI are swept monthly.

The Monmouth County Buildings and Grounds Division will coordinate the sweeping all parking lots and curbed streets owned/operated by the MCCI with storm drains at a minimum of once per month, weather and street surface conditions permitting.

The following areas are required to be swept monthly:

- Visitor Parking Lots
- Employee Parking Lots
- Service Roads

MCCI employees will complete logs during scheduled sweepings. Records will be maintained in the asset management system. On a monthly basis, the completed logs will be forwarded to Public Works and compiled for inclusion in the Annual Report and Certification.

Road Erosion Control Maintenance

Describe your Road Erosion Control and Maintenance Program, including inspection schedules. A list of all sites of roadside erosion and the repair technique(s) you will be using for each site should be attached to this form.

(NOTE: Attach a road erosion control maintenance log containing the following information: location, repairs, date.)

Monmouth County Buildings and Grounds employees will identify existing roadside erosion during typical operations at MCCI. All identified sites will then be placed on a prioritized list, and repaired in accordance with the Standards for Soil and Sediment Control in New Jersey. Appropriate maintenance personnel will maintain an inspection log that will include a list of all repairs and dates repairs were completed. Individual lists will be compiled and included in the County's Annual

Report and Certification.

The Monmouth County Engineering Division will be provided the list of all identified areas of roadside erosion to determine permitting applicability.

Those roadside erosion problems which can be completed without the need for any associated permits, the Buildings and Grounds Division will be responsible. The Monmouth County Engineering Division will be utilized for any roadside erosion which requires more involved repairs, or repairs which require County, State or Federal permits.

Road Erosion Control Maintenance

Describe your Road Erosion Control and Maintenance Program, including inspection schedules. A list of all sites of roadside erosion and the repair technique(s) you will be using for each site should be attached to this form. (NOTE: Attach a road erosion control maintenance log containing the following information: location, repairs, date.)

Monmouth County Buildings and Grounds employees will identify existing roadside erosion during typical operations at MCCI. All identified sites will then be placed on a prioritized list, and repaired in accordance with the Standards for Soil and Sediment Control in New Jersey. Appropriate maintenance personnel will maintain an inspection log that will include a list of all repairs and dates repairs were completed. Individual lists will be compiled and included in the County's Annual Report and Certification.

The Monmouth County Engineering Division will be provided the list of all identified areas of roadside erosion to determine permitting applicability.

Those roadside erosion problems which can be completed without the need for any associated permits, the Buildings and Grounds Division will be responsible. The Monmouth County Engineering Division will be utilized for any roadside erosion which requires more involved repairs, or repairs which require County, State or Federal permits

SPPP Form 13

Stormwater Facility Maintenance

Team Member/Title: Mark Dorr, Buildings and Grounds Assistant Supervisor

Email: Mark.Dorr@co.monmouth.nj.us

Phone: 732-431-7860 ext. 1296

Please describe your annual catch basin cleaning program and schedule. Attach additional pages as necessary.

Catch Basin Cleaning Program Schedule

The Monmouth County Division of Highways inspects all catch basins located in parking lots and throughout MCCI annually. Catch basins in need of cleaning will be logged and reported to the County Highway for cleaning. All catch basins will be inspected each year even if they were found to be "clean" the previous year. Each basin is logged in the County Asset Management System.

Catch Basin Cleaning Program Description

The Monmouth County Division of Highways is responsible for implementing the catch basin cleaning program at MCCI, which will remove debris and maintain catch basin function and efficiency. If, at the time of inspection, no sediment, trash or debris is observed in a catch basin, then that catch basin will not be cleaned. If any catch basins are found to be in disrepair, the condition will be reported to the Monmouth County Engineering Division to evaluate the scope of work and permits required to complete the repair.

Management of Catch Basin Materials

Catch Basin Materials are added to Street Sweeping Materials. All road clean up materials will remain staged on an impervious surface for the appropriate staging time, as per the standards set in guidance provided by the NJDEP Division of Solid and Hazardous Waste.

Stormwater Facility Maintenance Program

Please describe your stormwater facility maintenance program for cleaning and maintenance of all stormwater facilities operated by the MCCI. Attach additional pages as necessary.

(NOTE: Logs containing information on any repairs/maintenance performed on stormwater facilities to ensure their proper function and operation are logged into the asset management system.)

The Monmouth County Buildings and Grounds Division will implement a Stormwater facility maintenance program to ensure that all Stormwater facilities operated by MCCI function properly. The County has identified the following Stormwater facilities which they own/operate at the public complex:

- Detention basin
- Storm drains
- Swale

As previously indicated, the Monmouth County Buildings and Grounds will inspect inlets annually, and any identified repairs will be made. The swale is maintained by an inmate program, which is monitored by Buildings and Grounds personnel. Maintenance and repairs completed on the swale will be documented by Buildings and Grounds personnel and forwarded to Public Works for inclusion into the County's Public Complex SPPP. Any problems impacting the function of the facility identified by the Buildings and Grounds Division will be forwarded to Monmouth County Engineering. Maintenance and Inspection Logs are maintained in the asset management system.

SPPP Form 14

Outfall Pipe Stream Scouring Remediation

Team Member/Title: Mark Dorr, Buildings and Grounds Assistant Supervisor

Email: Mark.Dorr@co.monmouth.nj.us

Phone: 732-431-7860 ext. 1296

Describe your stormwater outfall pipe scouring detection, remediation and maintenance program to detect and control active, localized stream and stream banking scouring. Attach additional pages as necessary. (NOTE: Attach a prioritized list of sites observed to have scouring, date of anticipated repair, method of repair and date of completion).

The Monmouth County Department of Public Works and Division of Engineering has developed a stormwater outfall pipe stream scouring, remediation, and maintenance program to detect and control localized stream scouring in the vicinity of the highway system outfall pipes operated by the County, subject to applicable permit requirements and regulations. When possible, inspections of the outfall pipes will be coordinated with inspections for illicit connections.

A prioritized list will be created of outfall pipes found to have scouring. A schedule will be established for repairs, beginning with the outfall pipes most in need of remediation and those most easily accessible. In addition, repairs that do not require NJDEP Land Use permits or other local, State, or Federal permits will be completed first.

For outfall remediation requiring NJDEP permits, the Monmouth County Division of Engineering and Traffic Safety will prepare and submit all required applications.

Scouring Long-term Maintenance Program

For those outfall pipes in which scouring had been detected, repairs will be scheduled based on the results of the physical inspection with prioritization to areas exhibiting the most severe damage.

All repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey.

Records will be maintained in the County Asset Management System.

SPPP Form 15

De-icing Material Storage

Team Member/Title: Mark Dorr, Buildings and Grounds Assistant Supervisor

Email: Mark.Dorr@co.monmouth.nj.us

Phone: 732-431-7860 ext. 1296

De-icing Material Storage

Describe how you currently store your de-icing materials, and describe your inspection schedule. If your current storage practices do not meet the de-icing material storage SBR describe your construction schedule and your seasonal tarping interim measures. If you plan on sharing a storage structure, please include its location, as well as a complete list of all concerned public entities. If you store sand outdoors, describe how it meets the minimum standard.

De-icing of roads and parking lots is conducted by the Division of Buildings and Grounds. De-icing materials are not stored at the Monmouth County Correctional Institution.

SPPP Form 16

Standard Operating Procedures

Team Member/Title: Mark Dorr, Buildings and Grounds Assistant Supervisor

Email: Mark.Dorr@co.monmouth.nj.us

Phone: 732-431-7860 ext. 1296

BMP	Date SOP went into effect	Describe your inspection schedule
<p>Good Housekeeping Practices</p> <p>(including the required practices listed in Attachment D of the permit)</p>	<p>April 1, 2005</p>	<p>Inspections will be conducted on a monthly basis to ensure that good housekeeping practices are in effect.</p> <ul style="list-style-type: none"> • Good Housekeeping SOPs have been included. • Source material inventory has been included.

INTRODUCTION AND PURPOSE

This SOP contains the basic practices of good housekeeping to be implemented during typical day-to-day maintenance activities at the Monmouth County Correctional Institution. The purpose of this SOP is to provide a set of guidelines for all county employees at MCCI.

SCOPE

This SOP applies to all housekeeping operations conducted at MCCI

Standards and Specifications – Good Housekeeping	
All Container and Drums (All Containers Storing Liquids or Solids)	<ul style="list-style-type: none"> • All containers should be properly labeled and marked, and the labels must remain clean and visible. • All containers must be kept in good condition and tightly closed when not in use. • When practical, chemicals, fluids and supplies should be kept indoors. • Keep a spill kit on hand at all liquid storage locations. • Have available & make use of use drip pans during liquid transfers. • Absorbent spill clean-up materials must be available in maintenance areas and shall be disposed of properly after use. • Collect waste fluids in properly labeled containers and dispose of them properly. • Place trash, dirt and other debris in dumpsters • Keep lids on dumpsters closed when not in use.
Containers and Drums Stored Outside	<ul style="list-style-type: none"> • All drums and containers must be covered and placed on spill platforms
Herbicide Application	<ul style="list-style-type: none"> • Do not apply herbicides on or adjacent to storm drain inlets, on steeply sloping ground, along curb lines, and along unobstructed shoulders • Apply herbicides within a 2-foot radius only around structures where overgrowth presents a safety hazard and where it is unsafe to mow.
Yard Trimmings	<ul style="list-style-type: none"> • Manage all trimmings to minimize the impact of vegetative maintenance activities on stormwater discharge quality, and • Prohibit all trimmings from being blown into storm drains inlets and stormwater facilities
Street Sweepings	<ul style="list-style-type: none"> • Sweep all paved parking lots and streets owned by the MCCI at a minimum once a month, or more frequently as needed to eliminate recurring problems and restore proper function, weather and street surface conditions
Standards and Specifications (Maintenance and Inspection)	
Maintenance and Inspection	<ul style="list-style-type: none"> • All waters associated with facility maintenance and upkeep should be disposed of properly. • Cleaning solutions, solvents, greases, etc. should not be discharged to the storm sewer system.

Standards and Specifications (Spill Response and Inspections)	
Spill Response and Reporting	<ul style="list-style-type: none"> • Follow Spill Prevention Control and Countermeasure (SPCC) plan, if applicable. • Periodically check for leaks and damaged equipment and make repairs as necessary. • Inspect dumpsters monthly to ensure they are properly covered (lids closed, where applicable) and are not leaking. • Perform monthly inspections to ensure compliance with SOP • Conduct clean up of any spill(s) immediately after discovery. • Spills are to be cleaned using dry cleaning methods only. • Dispose of contaminated absorbent material properly. • Dial 911 in case of an emergency. • Contact Monmouth County HAZMAT at 732-431-7456 • Notify the NJDEP at 1-877-WARNDEP for all spill emergencies.

Source Material Inventory - MCCI

SOURCE MATERIAL	RECOMMENDATION	ADDRESSED IN SOP:
Drums	<ul style="list-style-type: none"> • Properly label • Dispose of empty/unused drums • Correctly store drums, covered on spill platforms 	Good Housekeeping
Dumpsters	<ul style="list-style-type: none"> • Keep lids closed when not in use, where appropriate 	Good Housekeeping

SPPP Form 17

Employee Training

Team Member/Title: : Dave Kryzyzanowski, Supervisor of General Services

Email: Dave.Kryzyzanowski@co.monmouth.nj.us

Phone: 732-431-7360 ext. 2172

Describe your employee training program. For each required topic, list the employees that will receive training on that topic, and the date the training will be held. Attach additional pages as necessary.

Monmouth County will conduct a training program for appropriate employees in accordance with topics contained in the permit. The coordinator for these trainings is Dave Kryzyzanowski, Supervisor of General Services. Sign-In sheets are attached to the SPPP.

Dates of employee training sessions are included in the Annual Report and Certification, previous years' Report and Certification are included in Appendix V. An Employee Training Log Sign In Sheet is provided on the next page.

If applicable for Buildings and Grounds staff, topics to be covered under annual training as well as new hire training are:

WASTE DISPOSAL EDUCATION: Training will include how to respond to inquiries regarding proper waste disposal.

CONTROL MEASURES: Training will include an overview of the Pet Waste Control, Litter Control, Improper Waste Disposal Control, Wildlife Feeding Control and Illicit Connection Prohibition measures, where applicable. This overview will include requirements, enforcements policies and hazards associated with improper waste disposal.

VEGETATIVE WASTE: Training will include details on handling, storage and disposal of vegetative wastes and the frequency of pickups and schedules. Training shall also include alternatives such as composting and recycling.

ILLICIT CONNECTION ELIMINATION AND OUTFALL PIPE MAPPING: Training will include information regarding the hazards associated with illicit connections and details of the program including investigation techniques, physical observations, field sampling, and mapping procedures.

STREET SWEEPING: Training will include sweeping schedules and record keeping requirements.

ROAD EROSION CONTROL AND OUTFALL PIPE STREAM SCOURING REMEDIATION: Training will include identifying road erosion and outfall pipe scouring and repairs.

MAINTENANCE YARD OPERATIONS: Training will include de-icing material storage, fueling, vehicle maintenance, equipment/vehicle washing and good housekeeping stand operating procedures (SOPs).

Employee Training Log Sign In Sheet

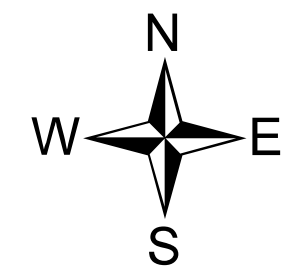
COURSE TOPICS			
#1	Waste Disposal Education	#2	Control Measured
#3	Vegetative Waste	#4	Illicit Connection Elimination and Outfall Pipe Mapping
#5	Street Sweeping	#6	Stormwater Facility Maintenance
#7	Road Erosion Control and Outfall Pipe Scouring Remediation	#8	Maintenance Yard Operations
#9	Construction Activity/Post-Construction Stormwater Management		


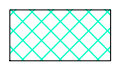

SIGN IN SHEET				
Date	Print Name / Sign Name	Check all appropriate Topics		
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Employee Training Log Sign In Sheet

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FIGURES



-  Streams
-  Outfalls
-  Property Boundary

SOURCE:
 MAP GENERATED FROM THE FOLLOWING
 NJ 2015 ORTHOIMAGERY
 MONMOUTH COUNTY PARCELS

NJ NAD 83 COORDINATES:
 X: 551547
 Y: 522512



STORMWATER FACILITY AND OUTFALL MAP

MONMOUTH COUNTY CORRECTIONAL
 INSTITUTION
 1 WATERWORKS RD
 FREEHOLD TOWNSHIP NJ



Professional Engineers, Land Surveyors & Planners • Scientists
 One Industrial Way West, Eatontown, New Jersey 07724
 (732) 389-0220 • Facsimile No. (732) 389-8546
 Certificate of Authorization Certificate # 24GA27993300

DRAWN BY	SCALE	DATE	DWG NO.	FIGURE
TJO	1"=150'	4/3/19		

\\Argo\project\6384\HDSRF\MCCI Outfalls.mxd

APPENDIX I



State of New Jersey

PHILIP D. MURPHY
Governor

DEPARTMENT OF ENVIRONMENTAL PROTECTION
Mail Code - 401-02B

CATHERINE R. McCABE
Commissioner

SHEILA Y. OLIVER
Lt. Governor

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

November 27, 2018

Re: Stormwater Discharge Master General Permit Renewal
Cat: R11 - Public Complex Stormwater General Permit
NJPDES Permit No.: NJ0141879, Program Interest No.: 50577
NJPDES MASTER GENERAL PERMIT PROGRAM INTEREST
Trenton City, Mercer County

Dear Interested Party:

Enclosed is a **final** New Jersey Pollutant Discharge Elimination System (NJPDES) permit action identified above which has been issued in accordance with N.J.A.C. 7:14A. The Public Complex Municipal Stormwater General Permit Renewal authorizes discharges from small Municipal Separate Storm Sewer Systems (MS4s) that are owned or operated by a county, State, interstate, or Federal agency at a "Public Complex" located entirely or partially in a municipality that is assigned to Tier A under N.J.A.C. 7:14A-25.3(a)1, or in a municipality that receives a waiver under N.J.A.C. 7:14A-25.2(d). The permit was issued in response to USEPA's Phase II rules.

A summary of the significant and relevant comments received on the draft action during the public comment period, the Department's responses, and an explanation of any changes from the draft action have been included in the Response to Comments document attached hereto as per N.J.A.C. 7:14A-15.16.

The final Public Complex MS4 NJPDES permit and supporting documents are also posted at <https://www.nj.gov/dep/dwq/pc.htm>.

Questions or comments regarding the final action should be addressed to Stephen Boyer at (609) 633-7021.

Sincerely,

Gabriel Mahon, Chief
Bureau of Nonpoint Pollution Control

Enclosures
c: Permit Distribution List

Table of Contents

This Permit Package Contains the Items Listed Below

1. Cover Letter
2. Table of Contents
3. Response to Comments
4. NJPDES Permit Authorization Page
5. Part I NARRATIVE REQUIREMENTS
6. Part II GENERAL REQUIREMENTS: DISCHARGE CATEGORIES
7. Part III RECORDKEEPING AND REPORTING
8. Part IV SPECIFIC REQUIREMENTS: NARRATIVE
 - Notes and Definitions
 - Public Complex Municipal Stormwater General Permit
9. Attachments
 - Attachment A - Measurable Goals and Implementation Schedule
 - Attachment B - Points System for Public Education and Outreach Activities
 - Attachment C - Design Standards for Storm Drain Inlets
 - Attachment D - Major Development Stormwater Summary for Public Complexes
 - Attachment E - Best Management Practices for Maintenance Yards and Other Ancillary Operations

New Jersey Department of Environmental Protection
Division of Water Quality
Bureau of Nonpoint Pollution Control

RESPONSE TO COMMENTS

Comments were received on the draft NJPDES Stormwater Discharge Master General Permit Renewal No. NJ0141879 issued on 09/05/2018. The Public Notice was published in the following newspapers:

Newspaper	Date Published
The Press of Atlantic City	09/08/2018
The Star-Ledger	09/10/2018
The Times, Trenton	09/10/2018
South Jersey Times	09/10/2018

The Public Notice was also published in the 09/05/2018 issue of the *DEP Bulletin*. In accordance with N.J.A.C. 7:14A-15.10(c)1i the public comment period shall close no sooner than thirty (30) days after the last newspaper publication. Therefore, the public comment period ended on 10/10/2018. A summary of the timely and significant comments received, the New Jersey Department of Environmental Protection's (Department) responses to these comments, and an explanation of any changes from the draft action have been included below.

The following persons commented during the public comment period:

A. Kimberly Lull, Environmental Protection Specialist, FAA William J. Hughes Technical Center, in an email dated 09/24/2018.

1. **COMMENT:** Photography is not authorized on or within an FAA facility without approval from the Facility Manager (FM). Photography is strictly prohibited in sensitive or critical operational activities, security screening processes, air traffic control facilities, information technology equipment/infrastructure and security operations are located to ensure proper safeguards are followed.

As a Federal Facility with a Security Level 4 Classification, we would request an exemption from the NJPDES Stormwater Discharge Public Complex MS4 permit requirements on publishing any photography, orthoimagery or mapping of the facility.

RESPONSE A.1: The request for an exemption from a permit requirement is a site-specific issue that will be handled by the Department on a case-by-case basis. Except for exemptions provided in N.J.A.C. 7:14A-18 et seq. and N.J.S.A. 47:1A-1 et seq. (the Open Public Records Act), any records, reports or information obtained by the Department, or required to be developed and retained by the permittee as a permit condition shall be made available to the public for inspection and duplication at the offices of the Department. Be advised, an exemption for Department disclosure of information is not an exemption from the requirement to submit the information to the Department.

No changes have been made to the final permit as a result of this comment.

B. Stephen Venezia, Stormwater Coordinator, USEPA Region II, in an email dated 10/10/2018.

1. **COMMENT:** On page 4 of the Fact Sheet, in the paragraph starting with “the federal Phase II Rule”, for purposes of clarity please insert “at a minimum” before “operators”.

RESPONSE B.1: The Department agrees that the suggested revision serves to clarify the federal regulations. While the Fact Sheet is not part of the final permit documents, the Department is hereby acknowledging this change for the purposes of the Administrative Record:

“The federal Phase II Rule at 40 CFR 122.34 requires that, at a minimum, operators of small MS4s develop, implement and enforce a program that includes six minimum control measures to minimize the amount of pollutants discharged into receiving waterbodies from small MS4s.

No changes have been made to the final permit as a result of this comment.

2. **COMMENT:** On page 13 of the Fact Sheet, in the last paragraph, please revisit the quoted language associated with 40 CFR 122.34(a) to ensure the language or the citation is accurate.

RESPONSE B.2: The Department has reviewed the quoted language in question and found an error with the use of the word “or” which should have been the word “of” in the Fact Sheet. While the Fact Sheet is not part of the final permit documents, the Department is hereby acknowledging this change for the purposes of the Administrative Record:

“include terms and conditions that meet the requirements of this section based on its evaluation of the current permit requirements, record ~~of~~ of permittee compliance, and program implementation progress, current water quality conditions, and other relevant information.”

No changes have been made to the final permit as a result of this comment.

3. **COMMENT:** On page 17 of the Fact Sheet, in the paragraph starting with “This draft permit renames ...” it appears that “40 CFR 122.34(2)” should be “40 CFR 122.34(b)”.

RESPONSE B.3: The Department agrees that the suggested revision corrects the citation to the federal regulations. While the Fact Sheet is not part of the final permit documents, the Department is hereby acknowledging this change for the purposes of the Administrative Record:

“This draft permit renames this SBR “Minimum Standards for Public Involvement and Participation Including Public Notice” consistent with N.J.A.C. 7:14A-25.6(b)1 and with the federal Six Minimum Measures at ~~40 CFR 122.34(2)~~ 40 CFR 122.34(b)(2).

No changes have been made to the final permit as a result of this comment.

4. **COMMENT:** On page 43 of the Fact Sheet, in the first sentence of the second to the last paragraph, NJDEP refers to 40 CFR Part 127. The next sentence identifies records that must be reported in section 127. EPA suggests that NJDEP refer to Table 1 in 40 CFR 127.16 to clearly identify records subject to section 127 and the Draft Permit.

RESPONSE B.4: The Department disagrees that the addition of a reference to Table 1 in 40 CFR 127.16 in the Fact Sheet will clearly identify records subject to section 127 and the draft

permit. The Fact Sheet clearly identifies the records required by Table 1 in 40 CFR 127.16, and states “As noted at Part II.B.3, this federal rule requires electronic submission of general permit authorization requests (i.e. RFAs); general permit termination/revocation requests; and MS4 program reports by December 21, 2020.”

No changes have been made as a result of this comment.

- 5. COMMENT:** On page 44 of the Fact Sheet, at “Contents of Administrative Record”, not all items listed are found elsewhere in the Draft Permit. It would be helpful if NJDEP include a brief summary of how items not cited elsewhere in the Draft Permit were used to establish the basis of the Draft Permit.

RESPONSE B.5: Page 44 of the Fact Sheet contains 15 (fifteen) references to applicable statutory or regulatory provisions pursuant to N.J.A.C. 7:14A-15.8(c)4. All of the references on Page 44 are already incorporated into the New Jersey Pollutant Discharge Elimination System (NJPDES) regulations at N.J.A.C. 7:14A-2.3(a) which states “The requirements applicable to the NJPDES program of the Federal Clean Water Act (33 U.S.C. §§1251 et seq.), the Federal Safe Drinking Water Act (42 U.S.C. §§300F et seq.), the State Act, and all Federal regulations cited in this chapter, including, but not limited to, 40 CFR Parts 110, 122, 123, 124, 125, 129, 133, 136, 144, 258, 264, 403, and National Pretreatment Standards in 40 CFR chapter I, subchapter N, and including all amendments and supplements thereto, are incorporated into this chapter by reference unless the context clearly indicates otherwise. A copy of the Federal Act, the State Act, or any Federal regulation cited in this chapter may be obtained at the State Library.”

No changes have been made as a result of this comment.

- 6. COMMENT:** 40 CFR §122.34(a) requires that the general MS4 permit conditions be expressed in “clear, specific and measureable terms.” In that regard, EPA observed numerous instances of the following “caveat language” such as “as necessary”, “should,” and “as appropriate” (See, 81 FR 89334 at 89335). EPA suggests that NJDEP revisit the draft permit and revise this language to ensure that there is no “uncertainty as to what specific actions the permittee is expected to take, and is therefore difficult to comply with an assess compliance.”

RESPONSE B.6: The draft permit uses the terms “as necessary,” “should”, and “as appropriate” in limited instances. The Department evaluated each use of these terms below.

“As necessary” appears five times in the 2018 draft permit and in one row of Attachment A.

Part IV A.2.c states “The permittee shall review the SPPP at least annually and update it as often *as necessary* to reflect changes related to the permittee’s MS4 Stormwater Program.”

When the permittee makes changes to its stormwater program, these changes need to be documented in the written SPPP to ensure that the plan is kept up-to-date. Programmatic changes, and stormwater program components that are specifically required by the permit to be reviewed and updated annually, may be made following the annual review (e.g. updates to the outfall pipe map; incorporation of TMDL Information and any Optional Measures added to the SPPP). Other more routine changes should be made to the SPPP at the time that changes are made to the permittee’s stormwater program. For example, the SPPP should be updated at the time that changes are made to the members of the SPPP Team. Also, the SPPP

should be updated whenever the permit requires the permittee to notify the Department of any change (e.g. reappointment of Stormwater Program Coordinator; amendment of the SPPP after notification by the Department that minimum requirements have not been met). Finally, throughout the permit and as itemized in Attachment A, certain records are required to be kept, or their location referenced in, the SPPP. Records that are required to be kept in the SPPP must be updated in the SPPP as compliant activities occur (e.g. records demonstrating compliance with Employee Training programs must be kept current in the SPPP as training is completed). In sum, the Department maintains that Part IV A.2.c is clear as written and is supported by Attachment A. No changes have been made to the final permit as a result of this suggestion.

Part IV B.2.a.ii states “Keep records *as necessary* to demonstrate compliance with this requirement, including date of activities and any other relevant documentation.”

The Department agrees that the removal of the “caveat language” ensures that there is no uncertainty as to what specific actions the permittee is expected to take. As such, the Department has removed “as necessary” in Part IV B.2.a.ii of the final permit so that it reads:

“Keep records ~~as necessary~~ to demonstrate compliance with this requirement, including date of activities and any other relevant documentation.”

In the final permit Attachment A has also been revised to remove “as necessary” from the row applicable to Part IV B.2.a.ii.

Part IV B.5.b.i states “Sweep at a minimum of once per month, or as frequently *as necessary* to eliminate recurring problems and restore proper function, weather and street surface conditions permitting;”

See Response B.18 below wherein the Department has changed this condition in the final permit. Although “as necessary” remains in the modified condition it is preceded by “more frequently” clarifying the potential need to sweep at a frequency above the minimum requirement.

Part IV B.5.b.iii states “Based on the results of the inspections of each storm drain inlet and associated catch basin as required above, the permittee shall remove sediment, trash, or debris when present and conduct cleaning as frequently *as necessary* to control litter and debris from entering the waters of the State and to eliminate recurring problems and restore proper function;”

As discussed on Page 24 of the Public Complex MS4 NJPDES permit Fact Sheet, the core requirement is that each permittee owned and operated storm drain inlet at the Public Complex and any associated catch basin be inspected at least once per year and cleaned when sediment, trash or debris is present. The catch basin cleaning requirement is in addition to the core requirement and is changed from the expired 2009 Public Complex MS4 NJPDES permit where the use of the phrase “as frequently as necessary” is intentional to allow flexibility but at the same time accompanied with limiting/clarifying language that follows the phrase in this permit. The “as necessary” language in question was added to ensure that any given catch basin or storm drain inlet is cleaned as frequently as necessary to ensure

proper function and operation. This allows permittees flexibility in implementing the requirement based on local knowledge of their MS4 and yet ensures that proper stormwater runoff protections are in place. This approach is pragmatic and preferable to the set schedule found in the 2009 Public Complex MS4 NJPDES permit. Because function must be assured, permittees must focus resources on site specific problem areas rather than a “one-size-fits-all” requirement. Associated language at Part IV.C.3.f requires permittees to prioritize catch basin and inlet cleaning based not only on catch basin and inlet inspection records but also on other factors intended to promote attention in areas of the MS4 that will yield the greatest environmental, health and safety benefit. The Department maintains that these changes constitute reasonable progress towards reducing pollutant discharges associated with poorly maintained catch basins and storm drain inlets to the maximum extent practicable. In sum, the Department maintains that IV B.5.b.iii is clear as written. No changes have been made to the final permit as a result of this suggestion.

Part IV B.6.b.ix states “Document investigations and actions taken for localized stream scouring *as necessary* to demonstrate compliance with this requirement.”

The Department agrees that the removal of the “caveat language” ensures that there is no uncertainty as to what specific actions the permittee is expected to take. As such, the Department has removed “as necessary” in Part IV B.6.b.ix of the final permit so that it reads:

“Document investigations and actions taken for localized stream scouring ~~as necessary~~ to demonstrate compliance with this requirement.”

“Should” appears once in the permit, once in Attachment B, and four times in Attachment E.

Part IV B.5.b.ii states “Storm Drain Inlet and Catch Basin Inspection: The permittee shall inspect and document inspections of all storm drain inlets and associated catch basins that it owns or operates at the Public Complex at least once per year. Documentation *should* include: inlet location, date visited, observations of the inlet and catch basin’s structural integrity, and if maintenance or repairs are required;”

See Response No. 20 below where the Department has agreed to make this change from “should” to “shall” at Part IV B.5.b.ii in the final permit.

Page 2 of Attachment B contains the use of the word “should” under the description for the Educational Contest for Schools activity and reads “The winning design should be shown on the public complex’s website or social media site, if practical.” The Department maintains that the use of the word “should” in this context is appropriate and does not diminish the value of, or the effort required by the permittee to offer, the described educational activity. Nor does the use of the term create confusion or uncertainty as to the requirement, especially since “should” is accompanied by “if practical.” No changes have been made to Attachment B in the final permit in response to this suggestion.

Pages 3 and 8 of Attachment E of the draft permit contains the following four instances of the word “should” relative to vehicle wash wastewater containment:

- “The wash pad, catch basin, sump and associated drains *should* be kept free of debris before each use.”
- 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.

The Department agrees that the use of “should” in this context does not properly reflect the mandatory nature of these requirements as reflected in the Fact Sheet and the other language in Attachment E. The Department has changed each instance of the word “*should*” to “*shall*” in Attachment E of the final permit.

“As appropriate” appears once in the permit, and once in Attachment A.

Part II C.4.b states “An owner, operator, and/or discharger excluded from this general NJPDES permit solely because of an existing individual permit, may request that the individual permit be revoked or modified, *as appropriate*, and that the discharge be authorized by the general NJPDES permit.”

The Department maintains that the use of “as appropriate” in this context is acceptable so as to remain consistent with the NJPDES regulations. N.J.A.C. 7:14A-6.13(i) states “If a permittee’s discharge is excluded from a general permit solely because that discharge already is authorized by an individual permit or authorization under another general permit, the permittee may request that the individual permit or authorization be revoked or modified, **as appropriate**, and that the discharge be authorized...”. No changes have been made to the final permit as a result of this suggestion.

Page 1 of Attachment A contains the following instance of the phrase “as appropriate” relative to a bulleted list of SBR information required in the SPPP:

- Include inspection and maintenance schedules, *as appropriate*.

The Department maintains that the use of “as appropriate” in this context is acceptable since not every Statewide Basic Requirement requires inspection and maintenance activities. No changes have been made to Attachment A in the final permit as a result of this suggestion.

7. **COMMENT:** Please explain which sections in the draft 2018 Public Complexes MS4 Permit match the following sections in the NJDEP 2009 Public Complexes MS4 Permit; sections Part I J.1, J.2, and J.3 (“Agency and Public Review”, “Other Laws”, and “Operations and Maintenance Manual” respectively).

RESPONSE B.7: Included below are the 2009 Public Complex MS4 NJPDES permit sections in question followed by their new section in the 2018 draft permit. While all of the conditions are not “word for word” the Department maintains that the meaning has not changed.

2009 Permit Part I J.1.a: The Public Complex shall make the SPPP available upon request to an authorized representative of the Department and to the owner of and operating entity for any municipal separate storm sewer system that receives discharges from the Public Complex’s small

MS4.

2018 Permit Part IV A.2.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.

2009 Permit Part I J.1.b: Upon review by an authorized representative, the Department may notify the Public Complex at any time that the SPPP does not meet one or more of the minimum requirements. Within 30 days after receiving such notification (unless otherwise specified by the Department), the SPPP shall be amended to adequately address all deficiencies, and written certification of such amendments shall be submitted to the Department.

2018 Permit Part IV A.2.e: The Department may notify the permittee 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 permittee shall amend the SPPP to adequately address all deficiencies.

2009 Permit Part I J.1.c: Public Complexes shall make records required by this permit, including its SPPP, available to the public at reasonable times during regular business hours (see N.J.A.C. 7:14A-18 for confidentiality provisions).

2018 Permit Part IV A.2.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.

2009 Permit Part I J.2.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 the Pinelands rules (N.J.A.C. 7:50), N.J.A.C. 7:1E (Department rules entitled "Discharges of Petroleum and other Hazardous Substances"), the New Jersey Register of Historic Places Rules (N.J.A.C. 7:4), and all 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.

2018 Permit Part II B.4.c: In accordance with N.J.A.C. 7:14A-6.2(a)7, this permit does not authorize any infringement of State or local law or regulations, including, but not limited to, N.J.A.C. 7:50 (the Pinelands rules), N.J.A.C. 7:1-E (Discharges of Petroleum and other Hazardous Substances), regulations concerning threatened and endangered species and their designated critical habitat, and other Department rules. No discharge of hazardous substances (as defined in N.J.A.C. 7:1E-1.6) resulting from an onsite spill shall be deemed to be "pursuant to and in compliance with this permit" within the meaning of the Spill Compensation and Control Act at N.J.S.A. 58:10-23.11c.

2009 Permit Part I J.3.a: In accordance with N.J.A.C. 7:14A-6.12(c), for a discharge authorized by this permit, the Public Complex is exempt from the requirement to prepare an operations and maintenance manual.

2018 Permit Part II B.4.d: While the permittee is required to comply with applicable operation and maintenance requirements of N.J.A.C. 7:14A-6.12(a), the permittee is exempt from the operations and maintenance manual requirements of N.J.A.C. 7:14A-6.12(c).

No changes have been made to the final permit as a result of this comment.

8. **COMMENT:** Part I A.1.b: EPA believes that N.J.A.C. 7:14A-4, which appears in the 2009 Public Complexes MS4 Permit, has not been included in the preliminary draft permit.

RESPONSE B.8: Part I A.1.b of the 2018 draft permit includes the exact references to N.J.A.C. 7:14A-4 contained within Part I I.1 of the 2009 permit. The references contained within Part I of the 2018 draft permit are the same references contained in every NJPDES permit issued by the Department.

No changes have been made to the final permit as a result of this comment.

9. **COMMENT:** The 2009 Public Complexes MS4 permit contains Section A.2.e which discusses requirements with regards to “discharges with significant contributor of pollutants” has been removed from the preliminary draft permit. Please include these requirements in the preliminary draft permit.

RESPONSE B.9: Included below is the 2009 permit section in question followed by its new section in the 2018 draft permit. While the condition is not “word for word” due to the changes in the permit section references, the Department maintains that the meaning has not changed.

2009 Permit Part I A.2.e: If any of the discharges listed in 2.d above are identified by the Public Complex as a significant contributor of pollutants to or from the MS4, the Public Complex must address the discharge as an illicit connection or as an improper disposal of waste as specified in Part I, Section F of this permit.

2018 Permit Part II C.3.e.i: If any of the discharges listed in Part II.C.2.b above are identified by the permittee as a significant contributor of pollutants to or from the MS4, the permittee 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.

No changes have been made to the final permit as a result of this comment.

10. **COMMENT:** Part II C.3.c.i: This requirement provides that the draft permit does not authorize discharges authorized under another NJPDES permit. DEP should explain how the draft permit works with a MS4 permit for the municipality in which the public complex is located. This comment also applies to following item.

RESPONSE B.10: The Public Complex MS4 NJPDES Permit authorizes stormwater discharges from permittee owned or operated MS4s at the “Public Complex”. The Tier A MS4 NJPDES Permit authorizes stormwater discharges from municipally owned or operated MS4s within the entire Tier A municipality, which could include municipally owned or operated MS4s at the “Public Complex”. This is not a new permit condition and was carried forward from the 2009 Public Complex MS4 NJPDES permit at Part I A.5.c. In addition, this same condition exists in the recently renewed Tier A MS4 NJPDES permit at Part II C.3.c.i.

No changes have been made to the final permit as a result of this comment.

11. **COMMENT:** Part II C.3.c.ii: This requirement provides that a permittee does not have to implement provisions in the draft permit for discharges covered by another permit. DEP should

clarify if the permittee can pick and choose which provisions of the draft with which they don't want to comply. It appears that the permittee could choose a less strict provision thus diluting the effectiveness of the draft permit. DEP should require that only stricter provisions in other permits can be adopted over those in the draft permit.

RESPONSE B.11: If there is a NJPDES permit currently authorizing a specific, non-MS4 stormwater discharge at the Public Complex (e.g. industrial stormwater permit) that discharge will only be regulated under that current industrial stormwater permit and not under the Public Complex permit. Permittees will never have the ability to choose which provisions of two different NJPDES permits they want to comply with; each NJPDES permit will detail the applicable discharges that are authorized under that permit. This is not a new permit condition and was carried forward from the 2009 Public Complex MS4 NJPDES permit at Part I A.5.c. In addition, this same condition exists in the recently renewed Tier A MS4 NJPDES permit at Part II C.3.c.ii.

No changes have been made to the final permit as a result of this comment.

12. **COMMENT:** Part D.2.a: EPA recommends that the word “provide” be revised to “submit regarding a corrected RFA for clarity and enforceability of this requirement.

RESPONSE B.12: The Department disagrees with the recommended change so as to remain consistent with the NJPDES regulations at N.J.A.C. 7:14A-6.13(d)9.ii. which states “If the permittee is aware that any information in that most recently submitted request for authorization is no longer true, accurate, and/or complete, the permittee shall **provide** the correct information to the Department within 90 days after that effective date, if the permittee has not done so already.”

No changes have been made to the final permit as a result of this comment.

13. **COMMENT:** Part D.3: The RFA procedures in the draft permit lacks the same requirement details found in the 2009 Public Complexes MS4 Permit. EPA believes that those details should be included in the draft permit.

RESPONSE B.13: Part I B.4 of the 2009 Public Complex MS4 NJPDES permit detailed that the following information comprised a completed RFA:

- i. The name, mailing address and location of the Public Complex.
- ii. The name and address of the county, State, interstate, Federal or other agency that operates the Public Complex above.
- iii. The name and mailing address of the Stormwater Program Coordinator of the Public Complex who will submit any reports or certifications required by the permit and to whom the Department shall send all correspondence concerning the permit.
- iv. A certification acknowledging the best management practices and measurable goals specified in the permit.
- v. A copy of a portion of a U.S. Geological Survey topographical map, 7.5 minute quadrangle series, with the boundaries of the Public Complex distinctly marked.

- vi. A list of other NJPDES Stormwater Permits held by the Public Complex.
- vii. Additional information may be required by the Department to be included as part of the RFA if the Department determines that such additional information (including other data, reports, specifications, plans, permits, or other information) is reasonably necessary to determine whether to authorize the discharge under this permit.

Part II D.3.a.ii of the 2018 draft permit states “An RFA under this general permit shall include the following: A completed NJPDES 1 Form, a completed R11 Supplemental Application Form, and any other information as required by the Department.” The NJPDES 1 Form (see <https://www.nj.gov/dep/dwq/pdf/njpdess1f.pdf>) is a comprehensive application form that is used by the Department for all NJPDES applications. This application form includes all the information detailed in the 2009 Public Complex MS4 NJPDES permit except the information required at Part I B.4.a.iv & v. Part I B.4.a.iv was a certification acknowledging the BMP’s and measurable goals specified in the permit, however Part IV G.1.b of the 2018 draft permit requires the permittee to certify annually, not acknowledge, compliance with all conditions of the permit. Part I B.4.a.v was the requirement to mark the boundaries of the Public Complex on a USGS topographic map. Part IV C.2 of the draft permit requires the submission of a stormwater facilities map that includes the boundaries of the Public Complex. In addition, the Department is currently developing an R11 Supplemental Application Form which will require the submission of the Public Complex property boundary and additional information not required in the RFA from the 2009 Public Complex MS4 NJPDES permit.

No changes have been made to the final permit as a result of this comment.

- 14. COMMENT:** Part III sets forth a record keeping requirement. EPA suggests that NJDEP include a detailed list of records to be kept, a designation of where the records should be kept, and that NJDEP establish a period of time for record retention.

RESPONSE B.14: Attachment A of the 2018 permit details which records need to be kept, and that the permittee is required to identify the location of said records in its SPPP. Part IV.F of the 2018 permit requires records to be kept by this permit for a period of at least 5 years and be made available to the Department upon request.

No changes have been made to the final permit as a result of this comment.

- 15. COMMENT:** EPA recommends the following definitions should be included: contiguous lots, measurable goal, outfall, pollutant, surface water body, and waters of the State. EPA believes that the definition of outfall should in particular be included.

RESPONSE B.15: The definition of “contiguous lots” was previously defined in the 2009 Public Complex MS4 NJPDES permit but inadvertently left out of the 2018 draft permit. As such, the Department has added the following definition from the 2009 permit to the final permit at Notes and Definitions Part IV B.1:

“Contiguous lots” means those lots which directly abut, or are separated by a general access roadway or other right of way (with at least one part of one lot directly across the right of way from at least part of the other lot).

The Department chose not to define “measurable goal” in the Public Complex MS4 NJPDES permit (as well as the recently issued Tier A MS4 NJPDES permit). The Department notes that this term is not defined in state or federal regulations. However, Page 13 of the Fact Sheet states that “the Department considers a “measurable goal” to be a specific action taken to implement a BMP, rather than a specific condition of stormwater or receiving water quality that is supposed to result from implementing a BMP.” No changes have been made to the final permit as a result of this recommendation.

There is a cross reference within Notes and Definitions Part IV B.1.a of the draft permit to definitions within the NJPDES Regulations at N.J.A.C. 7:14A where “pollutant,” “outfall,” “surface water,” and “waters of the State” are defined. Because these terms are already defined within regulations, a cross reference is appropriate to ensure that the permits are current in the event of any regulatory changes. No changes have been made to the final permit as a result of this recommendation.

- 16. COMMENT:** Part IV B.1.k: The definition eliminated two requirements found in the “permanent structure” definition of the 2009 Public Complexes MS4 Permit. Please include the Part I C of the 2009 Public Complexes MS4 Permit requirements C.1.j.i and C.1.j.i dealing with 110 mph winds and PVC or other materials with a 20 year warranty respectively.

RESPONSE B.16: As described on Page 12 of the Fact Sheet the Department modified the definition of “permanent structure” in an effort to promote clarity, as well as to remain consistent with the recently issued Tier A & B MS4 NJPDES permits. The two requirements the Department removed from within the permanent structure definition relating to fabric frame structure specifications were: structure must be designed to withstand at least 110 mph winds; and structure must be covered by a PVC or other similar fire rated material with a minimum twenty (20) year warranty. These requirements are both structural requirements, difficult for the Department to enforce and/or determine compliance, and not specifically related to the intent of preventing rainwater from coming into contact with source materials at the Public Complex.

No changes have been made to the final permit as a result of this comment.

- 17. COMMENT:** Part IV B.5: This section does not contain requirements for “vegetative waste” as found in the 2009 Public Complexes MS4 Permit Part I F.5.e. Has NJDEP replaced “vegetative waste” with “residential yard waste”?

RESPONSE B.17: Part I F.5.e from the 2009 Permit named “Vegetative Waste”, which required the development of a vegetative waste collection program (when applicable) has been renamed “Residential Yard Waste Collection” at Part IV B.5.a.v. of the 2018 draft permit.

No changes have been made to the final permit as a result of this comment.

- 18. COMMENT:** Part IV B.5.b.i: The preliminary draft permit states “Sweep at a minimum of once per month, or as frequently as necessary to eliminate recurring...” As written, it could be interpreted that the term “as necessary” negates the once per month requirement and renders it unenforceable. EPA recommends revising the statement to state “Sweep at a minimum of once per month, or more frequently as necessary to...”

RESPONSE B.18: The intent of the condition is to sweep more frequently than once per month if necessary. As such, the Department has changed “as” to “more” in Part IV B.5.b.i of the final permit (as also noted in Response B.6 above) so that it reads:

“The permittee shall sweep all paved parking lots and streets owned or operated by the permittee at the Public Complex, with storm drain inlets that direct stormwater runoff into an MS4 or discharge directly to surface water. Sweep at a minimum of once per month, or ~~as~~ more frequently as necessary to eliminate recurring problems and restore proper function, weather and street surface conditions permitting;

19. **COMMENT:** Part IV B.5.b.ii: EPA suggests adding a “not to exceed” timeframe of one (1) year to complete repairs.

RESPONSE B.19: Part IV B.5.b.ii of the 2018 permit is an inspection requirement for storm drain inlets and catch basins. While this condition does require the permittee to document if repairs are needed, Part IV.C.3.f is the section of the draft permit that requires permittees to submit a prioritized schedule for stormwater facilities repairs.

The Department maintains that the language contained Part IV.C.3.f is appropriate and allows permittees the ability to prioritize preventative and corrective maintenance as needed and provides four variables to be considered that may impact repair prioritization. As each maintenance action differs depending on the variables affecting it, the Department maintains that it would be impracticable to create a definitive deadline for permittees to carry out repair activities. The Department understands that there are variables beyond the order in which facilities are inspected that will have an impact on which repair activities are to be considered a higher priority than others. Part IV.C.3.f. is written in this manner to allow permittees flexibility and the ability to implement the condition in a practical manner.

In order to provide regulatory oversight of this requirement, permittees are required to continue to log stormwater facility inspection information and keep prioritization schedules throughout the duration of the permit. These logs and schedules must be made available to the Department if requested. In sum, the Department maintains that Part IV.C.3.f is practical for the purposes of implementation yet is also consistent with the requirements of 40 CFR Part 122.34(a) as it is written in a way that is clear, specific, measurable, and enforceable.

No changes have been made to the final permit as a result of this comment.

20. **COMMENT:** Part IV B.5.b.ii: The preliminary draft permit states “Documentation should include...” As written this lacks enforceability and clarity. EPA recommends changing “should” to “shall” or “must”.

RESPONSE B.20: The Department agrees that the suggested revision clarifies the minimum requirements for documentation regarding storm drain inlet and catch basin inspections. As such, the Department has changed “should” to “shall” in Part IV B.5.b.ii of the final permit (as also noted in Response B.6 above) so that it reads:

“Storm Drain Inlet and Catch Basin Inspection: The permittee shall inspect and document inspections of all storm drain inlets and associated catch basins that it owns or operates at the

Public Complex at least once per year. Documentation ~~should~~ shall include: inlet location, date visited, observations of the inlet and catch basin's structural integrity, and if maintenance or repairs are required;"

21. **COMMENT:** Part IV B.5.b.iii: EPA suggests that catch basin cleaning frequency should be specified to limit the sediment buildup to 40 percent of the sump capacity in order to remain in proper operating condition. Please see the following document for the technical basis: <https://nepis.epa.gov/Exe/ZyNET.exe/300002QL.TXT?ZyActionD=ZyDocument&Client=EPA&Index=1976+Thru+1980&Docs=&Query=&Time=&EndTime=&SearchMethod=1&TocRestrict=n&Toc=&TocEntry=&QField=&QFieldYear=&QFieldMonth=&QFieldDay=&IntQFieldOp=0&ExtQFieldOp=0&XmlQuery=&File=D%3A%5Czyfiles%5CIndex%20Data%5C76thru80%5CTxt%5C00000000%5C300002QL.txt&User=ANONYMOUS&Password=anonymous&SortMethod=h%7CMaximumDocuments=1&FuzzyDegree=0&ImageQuality=r75g8/r75g8/x150y150g16/i425&Display=hpfr&DefSeekPage=x&SearchBack=ZyActionL&Back=ZyActionS&BackDesc=Results%20page&MaximumPages=1&ZyEntry=1&SeekPage=x&ZyPURL#>

RESPONSE B.21: The suggested revision to condition Part IV B.5.b.iii is too substantive a change to make from the draft permit to the final permit for a recommendation not required by regulation. The Department will evaluate this suggestion for the update to the Public Complex Guidance Document.

No changes have been made to the final permit as a result of this comment.

22. **COMMENT:** Part IV B.5.d: This requirement specifies that all employees are to receive training within 3 months of commencement of duties but also specifies that training shall be conducted annually. It's unclear with the current language in this paragraph if the training held annually is to include all employees or just those that have not yet received any training. In addition, the permit requires only topics i – iii to be annual and topics iv – xi to be every 2 years. The frequencies and who is required to attend are confusing. For clarity and to ensure proper training is conducted, EPA recommends adding language such as “initial training” within 3 months of commencement and “refresher training” annually for all employees on all topics. Also EPA recommends changing the 2 year requirement to annually.

RESPONSE B.22: The Department agrees that adding the word “initial” helps to clarify the training requirements. As such, the Department has added “initial” in Part IV B.5.d of the final permit to read:

“All Public Complex employees shall receive initial training on those stormwater topics applicable to their title and duties within 3 months of commencement of duties. In addition, follow-up training shall occur as specified below:”

The recommendation of adding “refresher training” after initial training is not needed since this permit condition already contains “follow-up training”, which the Department contends has the same meaning. No changes have been made to the final permit as a result of this recommendation.

The Department does not agree with the recommendation to change the follow-up training requirements from once every two years to annual for the stormwater topics at Part IV B.5.d.iv – x. The Department has revised the employee training requirements from the 2009 permit to

ensure new employees are trained within three months of their start dates and to focus annual follow-up training of existing employees on topics which contribute the most to reducing stormwater pollutants, namely maintenance yard operations, stormwater facility maintenance and the Public Complex's SPPP. Together, these training requirements provide more specificity as compared to the 2009 permit. No changes have been made to the final permit as a result of this recommendation.

- 23. COMMENT:** Part IV C.3.e and f: These sections should include deadlines and/or timing considerations so as not to leave permittee compliance open ended. Also, realistically collective actions should be taken in a timely manner and the permit should clearly state what constitutes a timely manner. For example, permittees must commence corrective actions or interim repairs within 30 days and all repairs completed within 6 months.

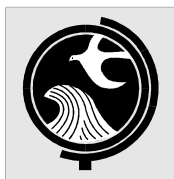
RESPONSE B.23: Part IV C.3.e states “The permittee shall certify annually in the MSRP Annual Report whether or not the permittee owned or operated stormwater facilities at the Public Complex are functioning properly.” The Department contends this condition includes a deadline, annually, and is not open ended.

The Department maintains that the language contained Part IV.C.3.f is appropriate. See Response B.19 above.

No changes have been made to the final permit as a result of this comment.

- C. This final permit serves to incorporate the following minor Department initiated administrative change:
- 1) Page 2 of Attachment B includes an educational point activity for the professional development of teachers that is currently limited to those on a military base. Since Attachment B also applies to colleges and universities the Department is expanding this activity to include college and university faculty members. As such the Department has changed Attachment B in the final permit to read:

“Provide water-related professional development workshops for college/university faculty, or preschool, elementary, middle/ high school teachers of military bases from a registered NJ Department of Education Professional Development Provider.”



NEW JERSEY POLLUTANT DISCHARGE ELIMINATION SYSTEM

The New Jersey Department of Environmental Protection hereby grants you a NJPDES permit for the facility/activity named in this document. This permit is the regulatory mechanism used by the Department to help ensure your discharge will not harm the environment. By complying with the terms and conditions specified, you are assuming an important role in protecting New Jersey's valuable water resources. Your acceptance of this permit is an agreement to conform with all of its provisions when constructing, installing, modifying, or operating any facility for the collection, treatment, or discharge of pollutants to waters of the state. If you have any questions about this document, please feel free to contact the Department representative listed in the permit cover letter. Your cooperation in helping us protect and safeguard our state's environment is appreciated.

Permit Number: NJ0141879

Final: Stormwater Discharge Master General Permit Renewal

Permittee:

Master General Permit
Per Individual Notice of Authorization

Co-Permittee:

Property Owner:

NJDEP Division of Water Quality
401 E State St
Trenton, NJ 08625

Location Of Activity:

Master General Permit
Per Individual Notice of Authorization

Authorization(s) Covered Under This Approval	Issuance Date	Effective Date	Expiration Date
R11 -Public Complex Stormwater General Permit	11/27/2018	01/01/2019	12/31/2023

By Authority of:
Commissioner's Office

DEP AUTHORIZATION
Gabriel Mahon, Chief
Bureau of Nonpoint Pollution Control
Water Pollution Management Element

(Terms, conditions and provisions attached hereto)

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. Additional Requirements Incorporated By Reference

1. 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 permittee to apply for and obtain a different stormwater permit for specific activities otherwise authorized under this permit.
- c. Additional Conditions applicable to UIC permits at N.J.A.C. 7:14A-8.9, UIC Corrective Action (N.J.A.C. 7:14A-8.11) and UIC Operating Criteria (N.J.A.C. 7:14A-8.16).
- d. Conditions for reopening and modification of small MS4 permits at N.J.A.C. 7:14A-16.4(b) and N.J.A.C. 7:14A-25.7(b).
- e. Requirements for Discharges to Ground Water at N.J.A.C. 7:14A-7.
- f. National Pollutant Discharge Elimination System (NPDES) Electronic Reporting rule at 40 CFR Part 127.

B. General Conditions

1. Notification of Non-Compliance

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

3. Standard Reporting Requirements – Electronic Reporting of NJPDES Information

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

4. Other Regulatory Requirements

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

C. Eligibility

1. Permit Scope

- a. This general permit applies to all stormwater discharges from small MS4s that are owned or operated by a county, State, interstate, or Federal agency at a "Public Complex" located entirely or partially in a municipality that is assigned to Tier A under N.J.A.C. 7:14A-25.3(a)1, or in a municipality that receives a waiver under N.J.A.C. 7:14A-25.2(d).
- b. For purposes of this permit and as described under N.J.A.C. 7:14A-25.2(a)2, a "Public Complex" is a single lot (or two or more lots that are contiguous or on a college or university campus) which contains at least two buildings owned or operated by the same governmental entity, and:
 - i. Is at a campus of a college or university which Statewide has a combined total of at least 1,000 employees (usually present at least six hours per day on weekdays) or full-time students; or
 - ii. Is at any other public facility (for example a military base, hospital, prison, or general administration facility), and has a combined total of at least 1,000 employees, military personnel, or residents (including patients or prisoners) usually present at least six hours per day on weekdays.
- c. The short title of this permit is the "Public Complex MS4 NJPDES permit."

2. Authorized Discharges Under the Public Complex MS4 NJPDES Permit

- a. Eligible Stormwater Discharges – Except as provided in Part II.C.3 below, this permit authorizes all new and existing stormwater discharges to surface water and groundwater from:
 - i. Small MS4s (as defined at N.J.A.C. 7:14A-1.2) that are owned or operated by county, State, interstate, or Federal agency at a "Public Complex" under 1.a above.
 - ii. Maintenance yards and other ancillary operations (see Part IV.B.5.c) that are owned or operated by county, State, interstate, or Federal agency at a "Public Complex" under 1.a above.
- b. Eligible Non-Stormwater Discharges – Except as identified in Part II.C.3.e below, the following new and existing non-stormwater discharges from small MS4s owned or operated by the permittee at a Public Complex and from maintenance yards and other ancillary operations (see Part IV.B.5.c) owned or operated by the permittee at a Public Complex are eligible for authorization under this permit:

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

3. Discharges Not Authorized Under the Public Complex MS4 NJPDES Permit

- a. Stormwater Discharges Associated with Industrial Activity.
 - i. The Public Complex 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 permittee might operate at a Public Complex 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. Yard Trimmings and Wood Waste Management Sites that are not owned and operated by the permittee at the Public Complex.
 - iv. The Public Complex MS4 NJPDES Permit does not authorize the discharge of stormwater that comes in contact with source material from Yard Trimmings and Wood Waste Management Sites at the Public Complex to storm sewer inlets or to surface waters of the State.

- v. Any permittee that operates an industrial facility with such a discharge must submit a separate Request for Authorization (RFA) or individual permit application for that discharge. An RFA submitted for the Public Complex MS4 NJPDES Permit does not qualify as an RFA for such a discharge.
- b. Stormwater Discharges Associated with Construction Activity
 - i. The Public Complex 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 permittee 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 <https://www.nj.gov/dep/dwq/5g3.htm>), or an application for an individual permit for that discharge. An RFA submitted for this Public Complex MS4 NJPDES Permit does not qualify as an RFA for such a discharge. See Part IV.B.3 of this Public Complex MS4 NJPDES Permit.
- c. Stormwater Discharges Authorized under Another NJPDES Permit
 - i. The Public Complex MS4 NJPDES Permit does not authorize any stormwater discharge that is authorized under another NJPDES permit.
 - ii. A permittee does not have to implement measures contained in this NJPDES permit for stormwater discharges at facilities owned or operated by that Public Complex that are regulated under a separate NJPDES stormwater permit authorizing those discharges
- d. Stormwater Discharges that Conflict with a Water Quality Management Plan
 - i. This Public Complex MS4 NJPDES Permit does not authorize stormwater discharges from projects or activities that conflict with an adopted Areawide or Statewide Water Quality Management Plan.
- e. Non-Stormwater Discharges that are Contributors of Pollutants
 - i. If any of the discharges listed in Part II.C.2.b above are identified by the permittee as a significant contributor of pollutants to or from the MS4, the permittee 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.

4. Exclusions

- a. Any owner, operator, and/or discharger authorized by a general permit may request to be excluded from the coverage of the general NJPDES permit by applying for an individual permit. The owner, operator, and/or discharger shall submit an application in accordance with N.J.A.C. 7:14A-4, with reasons supporting the request, to the NJDEP. The request shall be processed under N.J.A.C. 7:14A-15, 16 and 17. The request shall be granted by the issuance of an individual permit if the reasons cited by the owner, operator and/or discharger are adequate to support the request.
- b. An owner, operator, and/or discharger excluded from this general NJPDES permit solely because of an existing individual permit, may request that the individual permit be revoked or modified, as appropriate, and that the discharge be authorized by the general NJPDES permit. Upon revocation or modification of the individual permit, the permittee shall be authorized under the general permit.

D. Administrative Process

1. Automatic Renewal of Authorizations

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

2. Notification of Changes

- a. A permittee 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 permittee shall notify the Department of any changes of its Stormwater Program Coordinator information within 30 days of such change through the online MSRP Annual Report or using the Information Update Sheet posted at https://www.nj.gov/dep/dwq/pdf/msrp_update_form.pdf as specified in Part IV.A.1.d. of this permit.
- c. A permittee that already has authorization to discharge from a small MS4 under this Public Complex MS4 NJPDES permit does not need to submit an RFA for the expansion (e.g. new housing, new parking lot) of an existing small MS4. However, that permittee is required to comply the permit requirements at Part IV.B.4., Minimum Standards for Post Construction Stormwater Management in New Development and Redevelopment.

3. Requests for Authorization

- a. New RFAs under the Public Complex 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 Public Complex. Multiple RFAs are not required for multiple operations (e.g., permittee owned and operated maintenance yards or other ancillary operations, facilities, garages, and/or offices at the Public Complex).
 - ii. An RFA under this general permit shall include the following: A completed NJPDES 1 Form, a completed R11 Supplemental Application Form, 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. The Department may notify a person that the discharge is authorized by a general permit, even if the person has not submitted an RFA. A person so notified may nonetheless request an individual permit under C.4 above.

PART III

Recordkeeping and Reporting

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

PART IV

SPECIFIC REQUIREMENTS: NARRATIVE

Notes and Definitions

A. Footnotes

1. Acronyms

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

2. Internal Cross References

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

3. Department Resources for Guidance Relating to MS4 Issues

- a. MS4 main website and related links: https://www.nj.gov/dep/dwq/msrp_home.htm
- b. MS4 Public Complex Guidance document: https://www.nj.gov/dep/dwq/pc_guidance.htm
- c. Construction Site Stormwater Runoff: <https://www.nj.gov/dep/dwq/5g3.htm>

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

4. EPA Resources for Guidance Relating to MS4 Issues

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

B. Definitions

1. Definitions

- a. All words and terms used in this permit shall have meanings as defined in the "Regulations Concerning the New Jersey Pollutant Discharge Elimination System" (N.J.A.C. 7:14A), unless otherwise stated or unless the context clearly requires a different meaning.
- b. "Catch Basin" means a cistern, vault, chamber or well that is usually built along a street as part of the storm sewer system to capture sediment, debris, and pollutants.
- c. "Contiguous lots" means those lots which directly abut, or are separated by a general access roadway or other right of way (with at least one part of one lot directly across the right of way from at least part of the other lot).
- d. "Effective Date of Permit Authorization" means the date the permittee's authorization to discharge under this Public Complex MS4 NJPDES permit becomes effective. This date may be found on the permittee's Authorization to Discharge page.
- e. "Existing permittee" means a permittee that held an authorization to discharge under the Public Complex MS4 NJPDES permit the day before the effective date of this permit.
- f. "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.

- g. "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 Public Complex 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).
- h. "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.
- i. "Major development" means any development that provides for ultimately disturbing one or more acres of land and any additional development defined as "major development" by a permittee's stormwater program. 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."
- j. "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.
- k. "New permittee" means a permittee that obtains its first authorization to discharge under the Public Complex MS4 NJPDES permit on or after the effective date of this permit.
- l. "Permanent structure" means a permanent building or permanent structure that is anchored to a permanent foundation with an impermeable floor, and that is completely roofed and walled (a door is recommended, but not required). A fabric frame structure is a permanent structure if it meets the following specifications:
- i. Concrete blocks, jersey barriers or other similar material shall be placed around the interior of the structure to protect the side walls during loading and unloading of de-icing materials;
 - ii. The design shall prevent stormwater run-on and run through and the fabric cannot leak;
 - iii. The structure shall be erected on an impermeable slab;
 - iv. The structure cannot be open sided; and
 - v. The structure shall have a roll up door or other means of sealing the access way from wind driven rainfall.
- m. "Regulatory mechanism" means an ordinance, permit, standard, contract language, or any other procedure, that will be enforced by the permittee.
- n. "Small MS4" means all municipal separate storm sewers systems (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 Public Complex MS4 NJPDES permit are "small MS4s".
- o. "Solids and floatable materials" means sediment, debris, trash, and other floating, suspended, or settleable solids as defined at N.J.A.C. 7:14A-25.6(b)3iii.
 - p. "Storm drain inlet" means the point of entry into the storm drain system and is, where a catch basin is present, the uppermost portion (or cover) of a catch basin.
 - q. "Stormwater" means water resulting from precipitation (including rain and snow) that runs off the land's surface; is transmitted to the subsurface; is captured by separate storm sewers or other sewerage or drainage facilities; or is conveyed by snow removal equipment.
 - r. "Stormwater facility" includes, but is not limited to: catch basins, detention basins, retention basins, filter strips, riparian buffers, infiltration trenches, sand filters, constructed wetlands, wet basins, bioretention systems, low flow bypasses, and stormwater conveyances. Stormwater facilities include structural stormwater management measures.
 - s. "Stormwater management basin" means an excavation or embankment and related areas designed to retain stormwater runoff. A stormwater management basin may either be normally dry (that is, a detention basin or infiltration basin), retain water in a permanent pool (a retention basin or wet pond), or be planted mainly with wetland vegetation (most constructed stormwater wetlands).
 - t. "Stormwater management measure" means any structural or nonstructural strategy, practice, technology, process, program, or other method intended to control or reduce stormwater runoff and associated pollutants, or to induce or control the infiltration or groundwater recharge of stormwater or to eliminate illicit or illegal non-stormwater discharges into stormwater conveyances. Stormwater management measures include stormwater facilities.
 - u. "Stormwater runoff" means water flow on the surface of the ground or in storm sewers, resulting from precipitation.
 - v. "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.
 - w. "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."
 - x. "Wood waste" means source separated whole trees, tree trunks, tree parts, tree stumps, brush, leaves that 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.

Public Complex Stormwater General Permit

A. Stormwater Management Program

1. Stormwater Program Requirements

- a. The permittee shall develop, update, implement and enforce an MS4 stormwater program. A primary objective of the MS4 stormwater program shall be to implement best management practices and other measures that are designed to reduce the discharge of pollutants from the permittee's MS4, maintenance yards and other ancillary operations, to the maximum extent practicable pursuant to N.J.A.C. 7:14A-25.6(a)1 and 40 CFR 122.34(a), to protect water quality and to satisfy the applicable water quality requirements of the Clean Water Act.
- b. The permittee shall modify its stormwater program (including necessary modification to applicable plans and appropriate regulatory mechanisms) to conform with applicable new legislation, or new or amended regulations. Such modification shall be completed and effective within 12 months of notification by the Department of the need for modification.
- c. The permittee shall develop, update, implement, and maintain a written Stormwater Pollution Prevention Plan (SPPP) that meets the requirements in 2. below (see the Public Complex Guidance document https://www.nj.gov/dep/dwq/pc_guidance.htm).
- d. The permittee shall designate a Stormwater Program Coordinator (Stormwater Coordinator) who has overall responsibility for the operation of the permittee's stormwater facilities or environmental matters at the Public Complex as follows:
 - i. The Stormwater Coordinator shall be either a principal executive officer or a duly authorized representative, as allowed by N.J.A.C. 7:14A-4.9(b); and
 - ii. If an assignment under i. above changes, then a new assignment of responsibility shall be submitted to the Department within 30 days of such change taking place. This is accomplished through completion of the online MSRP Annual Report (see Part IV.G Annual Report and Certification below) or the Stormwater Program Coordinator Information Update Sheet posted at https://www.nj.gov/dep/dwq/pdf/msrp_update_form.pdf.
- e. The Stormwater Coordinator shall be responsible for the following:
 - i. Coordinating the permittee's implementation of the Public Complex MS4 NJPDES permit conditions and the SPPP;
 - ii. Signing and dating the SPPP; and
 - iii. Coordinating the completion and submittal of the MSRP Annual Report, consistent with Part IV.G.

2. Stormwater Pollution Prevention Plan (SPPP) Requirements

- a. The permittee's SPPP shall include, at a minimum, information that:
 - i. Identifies the person designated as the Stormwater Coordinator per Part IV.A.1.d above, and the members of the SPPP Team;
 - ii. Documents the permittee's MS4 Stormwater Program including a description of shared or contracted services as allowed under Part IV.A.3 (Implementation of SPPP Conditions through Shared or Contracted Services), below;

Public Complex Stormwater General Permit

- iii. Describes the measures necessary for compliance with all components of this permit including all measures described in Parts IV.B, C, D, E and F below; and
 - iv. Reflects the measurable goals, implementation schedules, recordkeeping and other requirements in Attachment A (Measurable Goals and Implementation Schedule).
- b. The permittee's Stormwater Coordinator shall sign and date the SPPP per Part IV.A.1.e., above.
 - c. The permittee shall review the SPPP at least annually and update it as often as necessary to reflect changes related to the permittee's MS4 Stormwater Program. Any amendments to the SPPP:
 - i. Shall continue to meet the requirements of this permit;
 - ii. Shall be incorporated into the SPPP and recorded on the SPPP revisions page; and
 - iii. Shall be signed and dated by the Stormwater Coordinator.
 - d. The SPPP shall note the location of all records / documentation required by this permit (See Attachment A- Measurable Goals and Implementation Schedule for additional detail).
 - e. The Department may notify the permittee 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 permittee shall amend the SPPP to adequately address all deficiencies.
 - f. The current SPPP shall be posted on the permittee's Public Complex 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.
 - h. New Permittee: A new permittee shall develop, implement, maintain, and post on the permittee's Public Complex website a written SPPP as required by this section on or before EDPA + 12 months.

3. Implementation of Permit Conditions through Shared or Contracted Services

- a. The permittee may rely on another governmental, private, or nonprofit entity to satisfy one or more of the permit conditions, or component thereof, through the implementation of best management practices or control measures, provided that:
 - i. The other entity implements the best management practice(s) or control measure(s);
 - ii. The particular best management practice(s) or control measure(s), or component(s) thereof, is at least as stringent or as frequent as the corresponding 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 permit on the permittee's behalf; and
 - iv. The permittee specifies in its SPPP (1) which permit conditions will be implemented by another entity and (2) the name of the responsible entity.

- b. For any projects or activities which the permittee 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 Public Complex MS4 NJPDES permit.
- c. The permittee is responsible for compliance with this permit if the other entity fails to implement the measure(s) or component(s), thereof.

B. Statewide Basic Requirements and Associated Conditions

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

- a. The permittee shall comply with applicable State and local public notice requirements when providing for public participation in the development and implementation of an 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.); and
 - ii. Statutory procedures for the enactment of ordinances (N.J.S.A. 40:49-2), including the stormwater control ordinance and other ordinances adopted to comply with Part IV of this permit.
- b. The permittee shall make the following elements of its MS4 stormwater program available to the public:
 - i. Provide the current SPPP upon request as required by Part IV.A.2.g (SPPP); and
 - ii. Post the current SPPP on its website to the extent required by Part IV.A.2.f (SPPP); and
 - iii. Post all regulatory mechanisms required by this permit on its website or otherwise comply with the notification requirements of N.J.A.C. 7:8-4.4(e). See Part IV.B.5.a (Regulatory Mechanisms).
- c. The permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Public Involvement and Participation Including Public Notice specified in Attachment A (Measurable Goals and Implementation Schedule).

2. Minimum Standards for Local Public Education and Outreach

- a. Colleges, universities, and military bases (with dependents living on base) shall implement a Local 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 permittee shall:
 - i. Annually conduct activities that total at least 12 points and include activities from at least two categories as set forth in Attachment B (Points System for Public Education Activities) of this permit; and
 - ii. Keep records to demonstrate compliance with this requirement, including date of activities and any other relevant documentation.
- b. All other permittees not identified in 2.a above may satisfy the educational component of the permit through the implementation of an employee training program pursuant to Part IV.B.5.d (Employee Training) of this permit.

- c. The permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Local Public Education and Outreach specified in Attachment A (Measurable Goals and Implementation Schedule).

3. Minimum Standards for Construction Site Stormwater Runoff

- a. Construction site stormwater runoff activities are authorized under a separate NJPDES permit, generally the Construction Activity Stormwater General Permit No. NJ0088323 pursuant to N.J.A.C. 7:14A-25.6(b)2 (or an individual permit pursuant to N.J.A.C. 7:14A-24.7(a)2). See Part II.C.3.b and <https://www.nj.gov/dep/dwq/5g3.htm>. Pursuant to N.J.A.C. 7:14A-25.7(b), the permittee 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 permittee 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.
- b. The permittee shall address stormwater runoff from the following types of major development through a post construction stormwater management program, unless any additional development is defined as “major development” by the permittee’s stormwater program:
 - i. New development and redevelopment projects that disturb one acre or more and are owned or operated by the permittee at the Public Complex; and
 - ii. All new development and redevelopment projects that are less than one acre that are part of a larger common plan of development that ultimately disturbs one acre or more.
- c. The permittee shall ensure, through a post construction stormwater management program, compliance with the applicable design, performance and maintenance standards established under N.J.A.C. 7:8 et seq. for major development as defined in this permit.
- d. The permittee shall review and analyze development plans 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 permittee shall only grant a variance or exemption from the design and performance standards for stormwater management measures if the permittee has a mitigation plan which meets the following requirements:
 - i. 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 Public Complex. See Chapter 3 of the NJ Stormwater BMP Manual at <https://www.njstormwater.org> for guidance; and
 - ii. The permittee submits, within 30 days after the grant of a variance or exemption, a written report to 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

- f. The permittee shall 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 at the Public Complex.
- g. The permittee shall ensure adequate long-term cleaning, operation and maintenance of stormwater management measures, pursuant to Part IV.C.3. (Stormwater Facilities Maintenance), owned or operated by the permittee at the Public Complex.
- h. For each structural and non-structural stormwater measure (e.g. stormwater management basin, subsurface infiltration/detention system, manufactured treatment device, green infrastructure), the permittee shall:
 - i. Complete a Major Development Stormwater Summary (included as Attachment D of this permit and posted on the Department's website at <https://www.nj.gov/dep/dwq/pc.htm>) when the permittee plans any development projects (See Part IV.B.4.b above) 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.
- i. The Stormwater Management rules N.J.A.C. 7:8 apply to all areas of the Public Complex.
- j. The permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Post Construction Stormwater Management in New Development and Redevelopment specified in Attachment A (Measurable Goals and Implementation Schedule).

5. Minimum Standards for Pollution Prevention / Good Housekeeping

- a. Regulatory Mechanisms: The permittee shall adopt and enforce the following regulatory mechanisms to address improper disposal of waste:
 - i. Pet Waste Control: Adopt and enforce an appropriate regulatory mechanism that requires pet owners or their keepers to immediately and properly dispose of their pet's solid waste deposited on any part of the Public Complex property; or prohibit pets (other than service animals) from being allowed at the Public Complex;
 - ii. Wildlife Feeding Control: Adopt and enforce an appropriate regulatory mechanism that prohibits the feeding of any wildlife (e.g. Canada Geese) on any property owned or operated by the permittee at the Public Complex. 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 regulatory mechanism specifically lists and excludes for reasons set forth in the regulatory mechanism;
 - iii. Litter Control: Enforce the existing State litter statute at N.J.S.A 13:1E-99.3, or adopt and enforce an appropriate regulatory mechanism that is at least as stringent as the State litter statute;

- iv. Improper Disposal of Waste: Adopt and enforce an appropriate regulatory mechanism prohibiting the improper spilling, dumping, or disposal of materials other than stormwater into the MS4 system excluding those discharges as allowable under Part II.C.2.b;
 - v. Residential Yard Waste Collection (where residences are located within the Public Complex): The permittee shall adopt and enforce an appropriate regulatory mechanism that either:
 - (1) Prohibits placing non-containerized yard waste (defined as leaves and/or grass clippings) into the street; or
 - (2) develops and implements a non-containerized yard waste collection and disposal program 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 permittee, but shall be part of a set yard waste collection schedule which is noticed to all Public Complex residents and businesses. Any area of the Public Complex that the permittee determines to have no yard waste will be exempt from the collections;
 - vi. Model regulatory mechanism language for the above requirements can be found in the Public Complex Guidance document at https://www.nj.gov/dep/dwq/pc_guidance.htm; and
 - vii. An additional requirement for the adoption and enforcement of an appropriate regulatory mechanism is found at Part IV.B.6.d (Illicit Connection Prohibition) of this permit.
- b. Pollution Prevention / Good Housekeeping: The permittee shall develop and continue to implement the following measures to control solids and floatables:
- i. Street Sweeping: The permittee shall sweep all paved parking lots and streets owned or operated by the permittee at the Public Complex, with storm drain inlets that direct stormwater runoff into an MS4 or discharge directly to surface water. Sweep at a minimum of once per month, or more frequently as necessary to eliminate recurring problems and restore proper function, weather and street surface conditions permitting;
 - ii. Storm Drain Inlet and Catch Basin Inspection: The permittee shall inspect and document inspections of all storm drain inlets and associated catch basins that it owns or operates at the Public Complex at least once per year. Documentation shall include: inlet location, date visited, observations of the inlet and catch basin's structural integrity, and if maintenance or repairs are required;
 - iii. Storm Drain Inlet and Catch Basin Cleaning: Based on the results of the inspections of each storm drain inlet and associated catch basin as required above, the permittee shall remove sediment, trash, or debris when present and conduct cleaning as frequently as necessary to control litter and debris from entering the waters of the State and to eliminate recurring problems and restore proper function;
 - iv. Storm Drain Inlet Labeling: The permittee shall label all storm drain inlets at the Public Complex for those drains that do not have permanent wording cast into the structure of the inlet. See the Public Complex Guidance document (https://www.nj.gov/dep/dwq/pc_guidance.htm) for additional information;

- v. Storm Drain Inlet Label Maintenance: The permittee shall maintain the legibility of storm drain inlet labels and replace any labels that are missing or not legible. See the Public Complex Guidance document (https://www.nj.gov/dep/dwq/pc_guidance.htm) for additional information;
- vi. Storm Drain Inlet Retrofit: The permittee shall retrofit existing 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);
- vii. Herbicide Application Management: The permittee shall restrict the application of herbicides to prevent it from being washed by stormwater into the waters of the State and to prevent erosion caused by de-vegetation, as follows:
 - (1) The permittee shall not apply herbicides on or adjacent to storm drain inlets, on steeply sloping ground, along curb lines, and along unobstructed shoulders; and
 - (2) The permittee shall only apply herbicides within a 2-foot radius around structures where overgrowth presents a safety hazard and where it is unsafe to mow;
- viii. Yard Trimmings: The permittee shall ensure the proper pickup, handling, storage and disposal of yard trimmings generated at the Public Complex. Yard trimmings shall be managed to minimize the impact of vegetative maintenance activities on stormwater discharge quality, and shall be prohibited from being blown or deposited into storm drain inlets and stormwater facilities; and
- ix. Refuse Containers and Dumpsters: The permittee shall ensure that dumpsters and other refuse containers that are outdoors or exposed to stormwater, are covered at all times. This serves to prevent the spilling, dumping, leaking, or otherwise discharge of liquids, semi-liquids or solids from the containers. This measure 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.
- c. Maintenance Yards and Other Ancillary Operations: The permittee shall implement the best management practices described in Attachment E (Best Management Practices for Maintenance Yards and Other Ancillary Operations) for maintenance yards and other ancillary operations owned or operated by the permittee at the Public Complex. Ancillary operations include but are not limited to impound yards, permanent and mobile fueling locations, and yard trimmings and wood waste management sites. Best Management Practices shall be implemented for the following activities, whenever such activities occur:
 - i. Inventory of Material and Machinery;
 - ii. Inspections and Good Housekeeping;
 - iii. Fueling Operations;
 - iv. Discharge of Stormwater from Secondary Containment;
 - v. Vehicle Maintenance;
 - vi. On-Site Equipment and Vehicle Washing and Wash Wastewater Containment;

- vii. Salt and De-icing Material Storage and Handling;
 - viii. Aggregate Material and Construction Debris Storage;
 - ix. Street Sweepings, Catch Basin Clean Out, and Other Material Storage; and
 - x. Yard Trimmings and Wood Waste Management.
- d. Employee Training: The permittee shall develop, update and implement an employee training program to address permit components and SPPP requirements. All Public Complex employees shall receive initial training on those stormwater topics applicable to their title and duties within 3 months of commencement of duties. In addition, follow-up training shall occur as specified below:
- i. Maintenance Yard Operations (including Ancillary Operations) - the permittee shall 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 (Maintenance Yards and Other Ancillary Operations).
 - ii. Stormwater Facility Maintenance – the permittee shall provide training annually on inventory and mapping of stormwater facilities, maintenance of inventoried stormwater facilities, catch basin and inlet cleaning methods, and herbicide application management. See Part IV.C.1, 2 and 3 (Stormwater Facilities Inventory, Map and Maintenance), Part IV.B.5.b.ii and iii (Storm Drain Inlets and Catch Basins), and Part IV.B.5.b.vii (Herbicide Application Management).
 - iii. The permittee shall provide general training annually on the Public Complex’s SPPP, applicable recordkeeping requirements, and detailed training on any component applicable to an employee’s title and duties. See Part IV.A.2 (SPPP).
 - iv. Residential Yard Waste Collection Program (if applicable) – the permittee shall provide training once every two years 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 (Residential Yard Waste Collection).
 - v. Street Sweeping - the permittee shall provide training once every two years on sweeping schedules and proper management of materials collected. See Part IV.B.5.b.i (Street Sweeping).
 - vi. Illicit Connection Elimination and Outfall Pipe Mapping - the permittee shall provide training once every two years 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.a and c (Outfall Pipe Mapping, and Illicit Discharge) and the National Menu of Stormwater Best Management Practices at www.epa.gov/npdes/national-menu-best-management-practices-bmps-stormwater.
 - vii. Outfall Pipe Stream Scouring Detection and Control - the permittee shall provide training once every two years on how to identify outfall pipe stream scouring and contributing factors. See Part IV.B.6.b (Stream Scouring).
 - viii. Waste Disposal Education - the permittee shall provide training once every two years on the impacts associated with improper waste disposal, how to respond to inquiries regarding improper waste disposal, and appropriate enforcement authority.

- ix. Regulatory Mechanisms - the permittee shall provide training once every two years on the following regulatory mechanisms: Pet Waste Control; Wildlife Feeding Control; Litter Control; Improper Disposal of Waste; and Residential Yard Waste Collection (if applicable). Training shall include an overview of the requirements, enforcement, and the repercussions of non-compliance. See Part IV.B.5.a (Regulatory Mechanisms).
 - x. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment - the permittee shall provide general training once every two years on the permitting requirements for construction activity and Post-Construction Stormwater Management in New Development and Redevelopment. See Part IV.B.3 (Construction Site Runoff) and B.4 (Post Construction).
 - xi. Training may also be conducted on stormwater-related topics that serve an educational purpose for employees.
 - xii. The location of records including sign in sheet(s), date(s) of training, and training agenda(s) shall be noted in the SPPP.
- e. Stormwater Management Design Review Training: The permittee shall ensure that all design engineers, and other individuals that review the stormwater management design for development and redevelopment projects at the Public Complex, complete the Department approved Stormwater Management Design Review Course (see <https://www.nj.gov/dep/stormwater/training.htm>) once every five years. Individuals that will review stormwater management design and have not completed this course within the past five years must attend the next scheduled course offering. If unable to attend, the permittee must notify the Department in writing no later than thirty days after the missed course 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. The permittee is required to maintain a list of the dates and names of training program participants.
- f. The permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules Pollution Prevention / Good Housekeeping specified in Attachment A (Measurable Goals and Implementation Schedule).

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

- a. Outfall Pipe Mapping: The permittee shall develop, update and maintain an outfall pipe map showing the location of the end of all MS4 outfall pipes (in tidal and non-tidal receiving waters) owned or operated by the permittee at the Public Complex which discharge to a surface water body. The outfall pipe map shall also:
 - i. Show the location and name of all surface water bodies receiving discharges from those outfall pipes;
 - ii. Be included in the SPPP;
 - iii. Be updated annually to include, at a minimum, the location of the end of any new or newly identified MS4 outfall pipes;
 - iv. Be provided to the Department on or before EDPA + 12 months; and
 - v. Be submitted electronically by December 21, 2020 via the Department's designated electronic submission service.

- b. Stream Scouring: The permittee 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 permittee at the Public Complex. This program shall be described in the written SPPP, as required in Part IV.A.2., above. See the Public Complex Guidance document (https://www.nj.gov/dep/dwq/pc_guidance.htm) for additional information. The permittee shall, at a minimum:
- i. Inspect and document inspections of each outfall pipe which discharges to a stream for localized stream scouring in the vicinity of the outfall pipe, at least once per year;
 - ii. Inspect, within 30 days of identification, any outfall pipes newly identified per Part IV.B.6.a for localized stream scouring in the vicinity of the outfall pipe;
 - iii. When localized stream scouring is detected, identify sources of stormwater that contribute to the scouring from the outfall pipe within 3 months;
 - iv. Each identified stormwater source shall be investigated;
 - v. Where identified sources are located on property owned or operated by the permittee at the Public Complex, corrective action to reduce stormwater rate or volume shall be taken by the permittee;
 - vi. Prioritize, schedule and complete remediation of identified localized stream scouring and take action based upon the requirements of Part IV.B.6.b.iii, above. If not completed within 12 months, a schedule for completion shall be maintained as required in Part IV.C.3. (Stormwater Facilities Maintenance);
 - vii. All stream scouring restoration shall be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey at N.J.A.C. 2:90-1 (e.g., Conduit Outlet Protection 12-1) and the requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13 et seq.
 - viii. All associated maintenance or repairs to stormwater facilities shall be made in accordance with N.J.A.C. 7:8; and
 - ix. Document investigations and actions taken for localized stream scouring to demonstrate compliance with this requirement. Outfall inspections shall include: outfall location, date visited, and observations of the outfall's structural integrity and if maintenance or repairs need to take place.
- c. Illicit Discharge Detection and Elimination: The permittee shall develop, update, implement and enforce an ongoing Illicit Discharge Detection and Elimination Program in accordance with this permit. This program shall be described in the written SPPP, as required in Part IV.A.2. (SPPP). See the Public Complex Guidance document (https://www.nj.gov/dep/dwq/pc_guidance.htm) and the USEPA Guidance document (www3.epa.gov/npdes/pubs/idde_manualwithappendices.pdf) for additional information. The permittee shall, at a minimum:
- i. Conduct visual dry weather inspection of all outfall pipes owned or operated by the permittee at least once per year to determine if dry weather flow (flow occurring 72 hours after a rain event) or other evidence of illicit discharge is present;
 - ii. Inspect, within 30 days of identification, any newly identified outfall pipes per Part IV.B.6.a to determine if dry weather flow or other evidence of illicit discharge is present;
 - iii. Investigate dry weather flows discovered during routine inspection and maintenance of other elements of the MS4;

- iv. Investigate, within 30 days of receipt, complaints and reports of illicit connections, including those from operating entities of interconnected MS4s;
 - v. Investigate the source if evidence of illicit discharge is found;
 - vi. Eliminate non-stormwater discharges that are traced to their source and found to be illicit connections; and
 - vii. Document investigations and actions taken using the Department's Illicit Connection Inspection Report Form. See <https://www.nj.gov/dep/dwq/pc.htm>;
- d. The permittee shall adopt and enforce an appropriate regulatory mechanism that prohibits illicit connections to the small MS4 owned or operated by the permittee at the Public Complex. See the Public Complex Guidance document https://www.nj.gov/dep/dwq/pc_guidance.htm.
- e. The permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for MS4 Outfall Pipe Mapping, and Illicit Discharge and Scouring Detection and Control specified in Attachment A (Measurable Goals and Implementation Schedule).

C. Other Control Measures

1. Minimum Standards for Stormwater Facilities Inventory

- a. The permittee shall develop, update and maintain an inventory of the following stormwater facilities that are owned or operated by the permittee at the Public Complex. The inventory must include, but is not limited to:
 - i. Storm drain inlets;
 - ii. Stormwater management basins;
 - iii. Subsurface infiltration/detention systems;
 - iv. Culverts;
 - v. Manufactured treatment devices (MTDs); and
 - vi. Green infrastructure.
- b. The inventory shall:
 - i. Include the Type of Stormwater Facility and locational information of each item inventoried;
 - ii. Be populated and maintained in an electronic format provided by the Department;
 - iii. Be provided to the Department on or before EDPA + 12 months; and
 - iv. New Stormwater facilities subsequently added to the inventory shall be provided to the Department annually thereafter as an attachment to the Annual Report and Certification.
- c. The permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Stormwater Facilities Inventory specified in Attachment A (Measurable Goals and Implementation Schedule).

2. Minimum Standards for Stormwater Facilities Map

- a. The permittee shall develop and maintain a stormwater facilities map including, at a minimum, the components identified in Part IV.C.1.a. above. This map shall:
 - i. Show the property boundaries of the Public Complex;
 - ii. Be updated annually to include, at a minimum, the location of any new or newly identified stormwater facilities;
 - iii. Be provided to the Department on or before EDPA +12 months; and
 - iv. New data points subsequently added to the map shall be provided to the Department annually thereafter as an attachment to the MSRP Annual Report and Certification.
- b. The permittee may combine this map with the MS4 Outfall Pipe Map specified at Part IV.B.6.a (Outfall Pipe Mapping).
- c. The permittee may use the Department's Mapping Application to assist with this requirement. See https://www.nj.gov/dep/dwq/msrp_map_aid.htm.
- d. The permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Stormwater Facilities Mapping specified in Attachment A (Measurable Goals and Implementation Schedule).

3. Minimum Standards for Stormwater Facilities Maintenance

- a. The permittee shall develop, update and implement a program to ensure adequate long-term cleaning, operation and maintenance of all permittee owned or operated stormwater facilities at the Public Complex.
- b. 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. See https://www.nj.gov/dep/stormwater/maintenance_guidance.htm.
- c. The permittee shall maintain a log sufficient to demonstrate compliance with this section; which shall include, but is not limited to the following information:
 - i. name & type of stormwater facility inspected;
 - ii. location information of the facility inspected (location information must be specific enough to locate and identify the stormwater facility in the field; e.g. geographic coordinates);
 - iii. name of inspector;
 - iv. date of inspection;
 - v. findings; and
 - vi. any preventative and corrective maintenance performed.
- d. Example Maintenance Logs and Inspection Records forms which are sufficient to demonstrate compliance with this section are available at https://www.nj.gov/dep/stormwater/maintenance_guidance.htm.
- e. The permittee shall certify annually in the MSRP Annual Report whether or not the permittee owned or operated stormwater facilities at the Public Complex are functioning properly.

- f. If stormwater facilities are found not to be functioning properly, necessary preventive and corrective maintenance shall be taken, which shall be documented and prioritized, and a schedule for such repairs shall be maintained. The permittee shall prioritize this schedule based upon the following:
 - i. environmental, health and safety concerns;
 - ii. the findings of catch basin and storm drain inlet inspections performed pursuant to Part IV.B.5.b.ii and iii. (Storm Drain Inlet and Catch Basin Inspection and Cleaning), above;
 - iii. the findings of stream scouring inspections performed pursuant Part IV.B.6.b (Stream Scouring), above; and
 - iv. the findings pursuant to Part IV.C.4 (TMDL Information), below.
- g. The permittee shall maintain copies of all maintenance plans, as defined in Notes and Definitions Part IV.B.1.g (Maintenance Plan) of this permit, for stormwater facilities at the Public Complex.
- h. The permittee shall make copies of these maintenance plans available to the Department upon request.
- i. The permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Stormwater Facilities Maintenance specified in Attachment A (Measurable Goals and Implementation Schedule).

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

- a. The permittee shall annually review approved or adopted TMDL reports to identify if the TMDL addresses any segment of surface water wholly or partially within or bordering the Public Complex (this information may be accessed at <https://www.nj.gov/dep/dwq/msrp-tmdl-rh.htm>). The permittee shall use this TMDL information to, at a minimum:
 - i. Identify and develop strategies to address specific stormwater sources of those pollutants addressed in the TMDL. Strategies may include but are not limited to those found in the implementation section of approved or adopted TMDL reports (for examples see “Total Maximum Daily Load (TMDL) Guidance” found at <https://www.nj.gov/dep/dwq/msrp-tmdl-rh.htm>); and
 - ii. Assist in the prioritization of stormwater facility inspection and maintenance, including schedules for activities required at Part IV.B.6. (Stream Scouring & Illicit Discharge Detection and Elimination Programs) and IV.C.3. (Stormwater Facilities Maintenance), above.
- b. The permittee shall annually update its SPPP to list information identified in a. above.
- c. The permittee shall incorporate any strategies identified in a. above as an Optional Measure. See Part IV.E (Optional Measures), below, and Part IV.A.2.c (SPPP), above.
- d. The permittee shall meet the minimum standards of this permit, and the measurable goals (including any recordkeeping) and implementation schedules for Total Maximum Daily Load (TMDL) Information specified in Attachment A (Measurable Goals and Implementation Schedule).

D. Additional Measures

1. Incorporation of Additional Measures

- a. Additional Measures are non-numeric (e.g., BMPs) or numeric effluent limitations that are expressly required to be included in a permittees 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 permittee. The Department will incorporate each adopted Additional Measure in a modification to this permit. For any required Additional Measure(s) other than numeric effluent limitations, the required Additional Measure(s) will specify the BMPs 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 permittee, that extend beyond the requirements of this permit and that prevent or reduce pollution to waters of the State.
- b. The permittee 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.

F. Recordkeeping

1. Standard Recordkeeping Requirements

- a. The permittee shall retain copies of the MSRP Annual Report and Certification as well as any records required to be kept by this permit for a period of at least 5 years and be made available to the Department upon request.

G. Annual Report and Certification

1. Reporting Requirements

- a. The permittee shall complete an MSRP 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 (<https://www.njdeponline.com>).
- b. The MSRP Annual Report shall summarize the status of compliance with the conditions of this permit. Specifically, this includes compliance with the permittee's Stormwater Management Program (Part IV.A), Statewide Basic Requirements (Part IV.B), Other Control Measures (Part IV.C), Additional Measures (Part IV.D), Optional Measures (Part IV.E) Recordkeeping (Part IV.F), and any other permit conditions listed on the MSRP Annual Report form, including Supplemental Questions for the subject year between January 1 and December 31.
- c. The Stormwater Program Coordinator, or duly authorized representative pursuant to N.J.A.C. 7:14A-4.9(a)4. shall certify, sign and date the Annual Report.
- d. Submit an Annual Report and Certification: on or before May 1st annually. The permittee shall submit the Annual Report and Certification to the Department through the Regulatory Services Portal (instructions at <https://www.nj.gov/dep/dwq/pc.htm>).

- e. A copy of each Annual Report and Certification shall be made available to the Department for inspection.

NJPDES MASTER GENERAL PERMIT PROGRAM INTEREST, Trenton

Permit No.NJ0141879
DST160005 Stormwater Discharge Master General Permit
Renewal

Attachment A – Measurable Goals and Implementation Schedule

General

The following table specifies the Measurable Goals and Implementation Schedule of this Public Complex 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 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 permittee shall develop, update, implement, and maintain a written SPPP as required by Part IV.A.1.c., above.** The Implementation Schedule refers to the date that a Minimum Standard must be incorporated into the permittee's stormwater program, along with any ongoing requirements. In addition to the requirements of Part IV.A.2 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 an implementation schedule, consistent with permit requirements, including interim milestones;
- Include any special diagrams required by the permit (e.g., stormwater facilities map);
- Include inspection and maintenance schedules, as appropriate; and
- Maintain required records.

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

Measurable Goals for Statewide Basic Requirements and Other Conditions of this Permit

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
Public Involvement and Participation Including Public Notice					
Provide for public notice, as applicable, under the Open Public Meetings Act and statutory procedures for enactment of ordinances when providing for public participation in the development and implementation of a stormwater program. Maintain records necessary to demonstrate compliance.	IV.B.1.a & c	Certify in each annual report that all applicable public notice requirements have been met and relevant records kept. Reference in the SPPP the location of associated records.	EDPA	EDPA	Modified
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	EDPA + 12 months	No
Post the current SPPP on the permittee's website.	IV.B.1.b.ii	Certify in each annual report that the SPPP has been posted on the permittee's website (to the extent required by Part IV.A.2.f) and that the posted SPPP is current.	EDPA + 90 days	EDPA + 12 months	Yes
Post all regulatory mechanisms on the permittee's website.	IV.B.1.b.iii	Certify in each annual report that regulatory mechanisms have been posted on the permittee's website and that the posted documents are current.	EDPA + 90 days	EDPA + 12 months	Yes
Local Public Education and Outreach					
Colleges, universities, and military bases (with dependents living on base) shall implement a Local 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.	IV.B.2.a	Certify in each annual report that the permittee has developed and is implementing a Local Public Education and Outreach Program.	EDPA	EDPA+12 months	Modified

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
Colleges, universities, and military bases (with dependents living on base) shall annually conduct activities that total at least 12 points and include activities from at least two categories as set forth in Attachment B (Points System for Public Education Activities) of this permit. Keep records to demonstrate compliance with this requirement.	IV.B.2.a.i and ii	Certify in each annual report that the minimum point value has been met and report point totals in the Annual Report. Keep records to demonstrate compliance with this requirement, including dates of activities and any other relevant documentation (e.g. brochures, pictures, sign-in sheets, press clippings) are maintained.	EDPA+12 months	EDPA+12 months	New
Permittees not identified in IV.B.2.a may satisfy the educational requirements through the implementation of an employee training program pursuant to IV.B.5.d.	IV.B.2.b	Certify in each annual report that employee training has been conducted, and maintain records including sign in sheet(s), date(s) of training, and training agenda(s). These records shall be kept and their location shall be referenced in the SPPP.	EDPA	EDPA+12 months	No
Post Construction Stormwater Management in New Development and Redevelopment					
Develop, update, implement and enforce its post construction stormwater management program in new development and redevelopment to ensure compliance with the Stormwater Management rules (N.J.A.C. 7:8).	IV.B.4.a-j	Certify in each annual report that the permittee has developed and is implementing and enforcing a program to address stormwater runoff from new development and redevelopment projects. Records demonstrating compliance with Part IV.B.4 shall be kept, and their location shall be referenced in the SPPP.	EDPA	EDPA	No

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
For each structural and non-structural stormwater measure (e.g. basins), the permittee shall complete, update, finalize and maintain a Major Development Stormwater Summary.	IV.B.4.h	Certify in each annual report that Major Development Stormwater Summaries (Attachment D) have been completed and records have been maintained by the permittee. Records demonstrating compliance with Part IV.B.4 shall be kept, and their location shall be referenced in the SPPP.	EDPA	EDPA	Yes
Pollution Prevention/Good Housekeeping Regulatory Mechanisms					
Adopt and enforce an appropriate regulatory mechanism that requires pet owners or their keepers to immediately & properly dispose of their pet's solid waste deposited on any part of the Public Complex property or prohibit pets (other than service animals) from being allowed at the Public Complex.	IV.B.5.a.i	Certify in each annual report the date the regulatory mechanism was adopted and that it is being enforced. A log of enforcement actions and information distribution dates shall be kept and their location shall be referenced in the SPPP.	EDPA	EDPA + 12 months	No
Adopt and enforce an appropriate regulatory mechanism that prohibits wildlife feeding.	IV.B.5.a.ii	Certify in each annual report the date the regulatory mechanism was adopted and that it is being enforced. A log of enforcement actions shall be kept and their location shall be referenced in the SPPP.	EDPA	EDPA + 12 months	No
Enforce the existing State litter statute at N.J.S.A 13:1 E-99.3 or adopt and enforce a regulatory mechanism that is at least as stringent as the State Litter statute.	IV.B.5.a.iii	Certify in each annual report the date the regulatory mechanism was adopted and that it is being enforced. A log of enforcement actions shall be kept and their location shall be referenced in the SPPP.	EDPA	EDPA + 12 months	No
Adopt and enforce an appropriate regulatory mechanism prohibiting improper disposal of waste.	IV.B.5.a.iv	Certify in each annual report the date the regulatory mechanism was adopted and that it is being enforced. A log of enforcement actions shall be kept and their location shall be referenced in the SPPP.	EDPA	EDPA + 12 months	No

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
Where residences are located within the Public Complex, the permittee shall adopt and enforce an appropriate regulatory mechanism that either enforces containerized yard waste or implements a residential yard waste collection program.	IV.B.5.a.v	Certify in each annual report the date the regulatory mechanism was adopted and that it is being enforced A log of enforcement actions shall be kept and their location shall be referenced in the SPPP.	EDPA	EDPA + 12 months	No
Pollution Prevention/Good Housekeeping Control Measures					
Develop and continue to implement street and paved parking lot sweeping measures as specified at Part IV.B.5.b.i.	IV.B.5.b.i	Certify in each annual report that a sweeping schedule is being maintained as well as records including the date and areas swept, number of miles of streets swept, and the total amount of materials collected in wet tons. Include totals in the Annual Report. Records demonstrating compliance shall be kept, and their location shall be referenced in the SPPP.	EDPA	EDPA + 12 months	Modified
Develop and continue to implement annual storm drain inlet and catch basin inspections as specified at Part IV.B.5.b.ii.	IV.B.5.b.ii	Certify in each annual report that the storm drain inlet and catch basin inspection schedule is being maintained, that a log is being maintained indicating the number of permittee-owned or operated inlets and catch basins within the permittee's property, and indicate the number of inlets and catch basins inspected. Records demonstrating compliance shall be kept, and their location shall be referenced in the SPPP.	EDPA	EDPA + 12 months	Modified

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
Develop and continue to implement storm drain inlet and catch basin cleaning measures as specified at Part IV.B.5.b.iii.	IV.B.5.b.iii	Certify in each annual report that a storm drain inlet and catch basin cleaning schedule is being maintained, and that a log indicating the number of permittee-owned or operated inlets and catch basins cleaned is being maintained. Maintain records documenting the amount of materials collected in wet tons during cleaning activities for the calendar year and reference the location of those records in the SPPP. Include the totals in the Annual Report.	EDPA	EDPA + 12 months	Modified
Continue to implement storm drain inlet labeling for drains that do not have permanent wording cast into the structure of the inlet.	IV.B.5.b.iv	Certify in each annual report that storm drains have been properly labeled. Records tracking storm drain inlet label status shall be kept, and their location shall be referenced in the SPPP.	EDPA	EDPA	No
Continue to maintain the legibility of storm drain inlet labels and replace labels that are missing or not legible.	IV.B.5.b.v	Certify in each annual report that storm drains have been properly maintained. Records tracking storm drain inlet label status shall be kept, and their location shall be referenced in the SPPP.	EDPA	EDPA	No
Develop and continue to implement storm drain inlet retrofit measures as specified at Part IV.B.5.b.vi.	IV.B.5.b.vi	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. Records demonstrating compliance shall be kept, and their location shall be referenced in the SPPP.	EDPA	EDPA + 12 months	No

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
Implement proper herbicide application management which prevents herbicides from being washed by stormwater into the waters of the State and prevents erosion caused by de-vegetation.	IV.B.5.b.vii	Certify in each annual report that proper herbicide application management is being enforced.	EDPA	EDPA	Yes
Develop and continue to implement proper disposal of yard trimmings generated at the Public Complex.	IV.B.5.b.viii	Certify in each annual report that proper pick-up, handling, storage and disposal of yard trimmings generated at the Public Complex has been conducted. Records demonstrating compliance shall be kept, and their location shall be referenced in the SPPP.	EDPA	EDPA	No
Develop and continue to implement the proper use of refuse containers and dumpsters.	IV.B.5.b.ix	Certify in each annual report that dumpsters and other refuse containers that are outdoors or exposed to stormwater, are covered at all times.	EDPA	EDPA	No
Pollution Prevention/Good Housekeeping – Part IV.B.5.c Maintenance Yards and Other Ancillary Operations					
Implement the BMP's found in Attachment E at Maintenance Yards and Other Ancillary Operations, for maintenance yards and other ancillary operations owned or operated by the permittee at the Public Complex.	IV.B.5.c	Certify in each annual report that the SPPP includes all applicable requirements and that the requirements (including maintenance of inspection logs and tracking forms) of Attachment E have been met. Keep records required by Attachment E and note their location in the SPPP.	EDPA	EDPA + 12 months	No
BMPs shall be implemented for the inventory of materials and machinery.	IV.B.5.c.i	Certify in each annual report that BMPs in Attachment E have been implemented for the inventory of materials and machinery.	EDPA	EDPA+ 12 months	No
BMPs shall be implemented for inspections and good housekeeping.	IV.B.5.c.ii	Certify in each annual report that BMPs in Attachment E have been implemented for inspections and good housekeeping.	EDPA	EDPA+ 12 months	No

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
BMPs shall be implemented for fueling operations.	IV.B.5.c.iii	Certify in each annual report that BMPs in Attachment E have been implemented for fueling operations.	EDPA	EDPA + 12 months	No
BMPs shall be implemented for discharge of stormwater from secondary containment.	IV.B.5.c.iv	Certify in each annual report that BMPs in Attachment E have been implemented for discharge of stormwater from secondary containment.	EDPA	EDPA + 12 months	No
BMPs shall be implemented for vehicle maintenance.	IV.B.5.c.v	Certify in each annual report that BMPs in Attachment E have been implemented for vehicle maintenance.	EDPA	EDPA + 12 months	No
BMPs shall be implemented for on-site equipment and vehicle washing and wash wastewater containment.	IV.B.5.c.vi	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	EDPA + 12 months	Modified
BMPs shall be implemented for salt and de-icing material storage and handling.	IV.B.5.c.vii	Certify in each annual report that BMPs in Attachment E have been implemented for salt and de-icing material storage and handling.	EDPA	EDPA + 12 months	No
BMPs shall be implemented for aggregate material and construction debris storage.	IV.B.5.c.viii	Certify in each annual report that BMPs in Attachment E have been implemented for aggregate material and construction debris storage.	EDPA + 12 months	EDPA + 12 months	Yes
BMPs shall be implemented for street sweepings and catch basin clean-out material storage.	IV.B.5.c.ix	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	EDPA + 12 months	Yes
BMPs shall be implemented for yard trimmings and wood waste management sites.	IV.B.5.c.x	Certify in each annual report that BMPs in Attachment E have been implemented for yard trimmings and wood waste management sites.	EDPA + 12 months	EDPA + 12 months	Yes
Pollution Prevention/Good Housekeeping – Part IV.B.5.d Employee Training					

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
Provide training to Public Complex employees on stormwater topics applicable to their title within 3 months of commencement of duties, and at least once every two years thereafter, to address all required permit components. The exceptions are Part IV.B.5.d.i, ii, and iii 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). The location of these records shall be referenced in the SPPP.	EDPA + 12 months	EDPA + 12 months	Modified
Ensure that individuals that review development and redevelopment projects for compliance with N.J.A.C. 7:8 at the Public Complex complete Department approved training once every five years.	IV.B.5.e	Certify in each annual report that individuals reviewing projects have completed the required training and maintain a list of the names and dates that individuals received training. The location of this list shall be referenced in the SPPP.	EDPA + 12 months	EDPA + 12 months	Yes
MS4 Outfall Pipe Mapping and Illicit Discharge and Scouring Detection and Control					
Develop, update and maintain an MS4 Outfall Pipe Map showing the location of the end of all MS4 outfall pipes which discharge to a surface water body.	IV.B.6.a	Certify in each annual report that the permittee has developed and maintained an MS4 Outfall Pipe Map which includes at a minimum, the requirements identified in Part IV.B.6.a.	EDPA	EDPA + 12 months	No
Show the location and name of all surface water bodies receiving discharges from those outfall pipes.	IV.B.6.a.i	Certify in each annual report that the surface water bodies associated with the end of each outfall pipe is located on the map.	EDPA	EDPA + 12 months	No
Include Outfall Pipe map in the SPPP	IV.B.6.a.ii	Certify in each annual report following the implementation deadline that an up-to-date Outfall Pipe Map is included in the SPPP.	EDPA +12 months	EDPA + 12 months	Yes

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
Update Outfall Pipe Map annually with any new or newly identified MS4 outfall pipes.	IV.B.6.a.iii	Certify in each annual report that the Outfall Pipe Map is current at the end of the calendar year and include at a minimum, the location of the end of any new or newly identified MS4 outfall pipes.	EDPA	EDPA + 12 months	No
Submit the Outfall Pipe Map to the Department on or before the set implementation schedule.	IV.B.6.a.iv	Certify in each annual report following the implementation deadline that the Outfall Pipe Map and any new data points subsequently added to the map have been provided to the Department.	EDPA +12 months	EDPA + 12 months	Yes
Submit the Outfall Pipe Map information to the Department electronically by December 21, 2020	IV.B.6.a.v	Submit the Outfall Pipe Map information to the Department using Department's designated electronic submission service by December 21, 2020.	12/21/2020	12/21/2020 or EDPA + 12 months, whichever is later.	Yes
Develop, update and implement a program to detect, investigate and control localized stream scouring from stormwater outfall pipes as specified in Part IV.B.6.	IV.B.6.b	Certify in each annual report that outfall pipes owned or operated by the permittee have received the required visual inspection at least once per year and maintain a log indicating the number and location of outfall pipes inspected, repairs prioritized, and repairs scheduled or performed. Certify in the annual report that a repair schedule has been prepared for those that have not been completed. Records demonstrating compliance with Part IV.B.6.b.i-ix shall be kept, and their location shall be referenced in the SPPP.	EDPA	EDPA + 12 months	Modified

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
Develop, update, implement and enforce an ongoing Illicit Discharge Detection and Elimination Program as specified in Part IV.B.6.c.	IV.B.6.c	Certify in each annual report that the permittee has developed a program to detect and eliminate illicit discharges and has conducted inspections required at Part IV.B.6.c at least once per year. Document all investigations and actions taken on the Department's Illicit Connection Inspection Report Form. Records demonstrating compliance with Part IV.B.6.c.i-vii shall be kept, and their location shall be referenced in the SPPP.	EDPA	EDPA + 12 months	Modified
Adopt and enforce an appropriate regulatory mechanism that prohibits illicit connections to the small MS4 owned or operated by the permittee at the Public Complex.	IV.B.6.d	Certify in each annual report the date the regulatory mechanism was adopted and that it is being enforced. A log of enforcement actions shall be kept and their location shall be referenced in the SPPP.	EDPA	EDPA + 12 months	No
Stormwater Facilities Inventory, Mapping, and Maintenance					
Develop, update and maintain an inventory of stormwater facilities owned or operated by the permittee at the Public Complex including but not limited to those listed in Part IV.C.1.a.	IV.C.1.a	Certify in each annual report that the permittee has developed, updated, and maintained an inventory of stormwater facilities owned or operated by the permittee at the Public Complex. Records required by Part IV.C.1.a.i-vi shall be kept, and their location shall be referenced in the SPPP.	EDPA+12 months	EDPA+ 12 months	New
Inventory required in Part IV.C.1.a shall include the Type of Stormwater Facility and locational information of each item inventoried.	IV.C.1.b.i	Certify in each annual report that the permittee has included the Type of Stormwater Facility and locational information of each item inventoried.	EDPA+12 months	EDPA+12 months	New

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
Inventory required of stormwater facilities in Part IV.C.1.a shall be populated and maintained in an electronic format provided by the Department.	IV.C.1.b.ii	Certify in each annual report that the permittee has populated and maintained inventory required in Part IV.C.1.a in an electronic formatted provided by the Department.	EDPA+12 months	EDPA+12 months	New
New stormwater facilities subsequently added to the inventory shall be provided to the Department annually thereafter as an attachment to the MSRP Annual Report and Certification.	IV.C.1.b.iv	Certify in each subsequent annual report that new stormwater facilities have been added to inventory.	Annually after EDPA+12 months	Annually after EDPA+12 months	New
Develop and maintain a stormwater facilities map including, at a minimum, the components identified in Part IV.C.1.a.	IV.C.2.a.	Certify in each annual report that the permittee has developed and maintained a stormwater facilities map which includes at a minimum, the components identified in Part IV.C.1.a.	EDPA+12 months	EDPA+12 months	New
Stormwater facilities map shall show the property boundaries of the Public Complex.	IV.C.2.a.i	Certify in each annual report that the stormwater facilities map shows the boundaries of the Public Complex.	EDPA+12 months	EDPA+12 months	New
Stormwater facilities map shall be updated annually to include, at a minimum, the location of any new or newly identified stormwater facilities.	IV.C.2.a.ii	Certify in each annual report the Stormwater facilities map has been updated to include the location of any new or newly identified stormwater facilities.	EDPA+12 months	EDPA+12 months	New
Provide stormwater facilities map to the Department on or before implementation schedule.	IV.C.2.a.iii	Certify in each annual report following the implementation deadline that the stormwater facilities map and any new data points subsequently added to the map have been provided to the Department.	EDPA+12 months	EDPA+12 months	New
New data points subsequently added to the map shall be provided to the Department annually thereafter as an attachment to the MSRP Annual Report and Certification.	IV.C.2.a.iv	Certify in each annual report that new data points have been subsequently added to the stormwater facilities map after the initial implementation schedule.	Annually after EDPA+12 months	Annually after EDPA+12 months	New

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
Develop, update and implement a program to ensure adequate long-term cleaning, operation and maintenance of all stormwater facilities owned or operated by the permittee at the Public Complex.	IV.C.3.a	Certify in each annual report that the permittee has developed, updated and implemented a program to ensure adequate long-term cleaning, operation and maintenance of all stormwater facilities owned or operated by the permittee. Records required by Part IV.C.3.a-c, shall be kept, and their location shall be referenced in the SPPP.	EDPA	EDPA + 12 months	Modified
Stormwater facility maintenance must be performed pursuant to any maintenance plans, or more frequently as needed, to ensure proper function and maintenance of the stormwater facility. See http://www.nj.gov/dep/stormwater/maintenance_guidance.htm	IV.C.3.b	Certify in each annual report that inspections and maintenance were performed pursuant to any maintenance plans, or more frequently as needed, to ensure proper function and operation of stormwater facilities.	EDPA	EDPA + 12 months	Modified
Maintain a log sufficient to demonstrate compliance with this section; including but not limited to the measures specified in Part IV.C.3.c.i-vi.	IV.C.3.c	Certify in each annual report that, at a minimum, a maintenance log is kept that records the name & type of the stormwater facility inspected, the location information of the facility inspected (location information must be specific enough to locate and identify the stormwater facility in the field; e.g. geographic coordinates), the name of inspector, date of inspection, findings, and any preventative and corrective maintenance performed.	EDPA	EDPA + 12 months	Modified
Certify annually whether or not the stormwater facilities owned or operated by the permittee at the Public Complex are properly functioning.	IV.C.3.e	Certify in each annual report that all stormwater facilities owned or operated by the permittee at the Public Complex are properly functioning.	EDPA	EDPA + 12 months	No

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
If stormwater facilities are found not to be functioning properly, necessary preventative and corrective maintenance shall be taken, which shall be documented and prioritized, and a schedule for such repairs shall be maintained. Prioritization shall be based on measures specified in Part IV.C.3.f.	IV.C.3.f	Certify in each annual report that a prioritized schedule of necessary preventive and corrective maintenance exists for stormwater facilities inspected and found not to be functioning properly. The permittee shall prioritize this schedule as specified in Part IV. C.3.f.i-iv.	EDPA	EDPA+12 months	Modified
Copies of all maintenance plans shall be kept for stormwater facilities approved by the permittee at the Public Complex and shall be available to the Department upon request.	IV.C.3.g & h	Certify in each annual report that copies of all maintenance plans (as defined in Notes and Definitions Part IV.B.1.g), for stormwater facilities at the Public Complex are kept on file, and their location shall be referenced in the SPPP.	EDPA	EDPA	Modified
Total Maximum Daily Load (TMDL) Info.					
Annually review approved or adopted TMDL reports to identify if the TMDL addresses any segment of surface water wholly or partially within or bordering the Public Complex and the pollutants listed therein..	IV.C.4.a	Certify in each annual report that approved or adopted TMDLs have been identified and reviewed. Records required by Part IV.C.4.a.i, a.ii, and b shall be kept, and their location shall be referenced in the SPPP.	EDPA + 12 months	EDPA + 12 months	Yes
Use TMDL information identified in compliance with Part IV.C.4.a to identify and develop strategies to address specific stormwater sources of those pollutants addressed in the TMDL.	IV.C.4.a.i	Certify in each annual report that the permittee has used information identified in compliance with Part IV.C.4.a to assist in identifying and developing strategies to address specific stormwater sources of those pollutants addressed in the TMDL	EDPA + 12 months	EDPA + 12 months	Yes

Summary of Minimum Standard (See Part IV for specific permit requirements)	Permit Cite	Measurable Goal (See Part IV for specific permit requirements)	Implementation Schedule		New Requirement?
			Existing Permittee	New Permittee	
Use TMDL information identified in compliance with Part IV.C.4.a to assist in the prioritization of stormwater facility inspection and maintenance including schedules for repairs related to Stormwater Facilities' Maintenance, and the Stream Scouring and Illicit Discharge Detection & Elimination programs.	IV.C.4.a.ii	Certify in each annual report that the permittee has used information identified in compliance with Part IV.C.4.a to assist in the prioritization of activities as required at Part IV.B.6. (Stream Scouring & Illicit Discharge Detection & Elimination) and IV.C.3.f (Stormwater Facilities Maintenance)	EDPA+12 months	EDPA+12 months	Yes
Update SPPP to list information identified in Part IV.C.4.a.	IV.C.4.a.b	Certify in each annual report that the permittee has updated its SPPP to list information identified in Part IV.C.4.a.	EDPA + 12 months	EDPA + 12 months	Yes
Incorporate any strategies identified in Part VI.C.4.a.ii(2) as an Optional Measure	IV.C.4.a.c	Certify in each annual report that the permittee has incorporated any strategies identified in Part VI.C.4.a.ii(2) as an Optional Measure.	EDPA + 12 months	EDPA + 12 months	Yes

Attachment B – Points System for Public Education and Outreach Activities

The Local Public Education Program for **colleges, universities, and military bases (with dependents living on base)** shall describe how those permittees will distribute educational information to appropriate users and employees of the Public Complex and how educational activities will be conducted, including the educational event (colleges and universities only), to satisfy this minimum standard. The Public Education and Outreach Program is intended to focus on educational and pollution prevention activities that educate about the impacts of stormwater discharges on surface water and groundwater and to involve the public in reducing pollutants in stormwater runoff and mitigating flow.

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

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

Category 2: Targeted Audiences Outreach

Activity	Description	Points
Stormwater Display	Present a stormwater related display or materials at any event (e.g., Earth Day, local picnic) held by the permittee at the public complex location or other similar public venue.	1
Promotional Item	Distribute an item or items with a stormwater related message (e.g., refrigerator magnets, temporary tattoos, key chains, bookmarks, pet waste bag dispensers, coloring books, and pens or pencils).	2
Mailing or e-Mailing Campaign	Distribute any of the Department’s educational brochures, tip cards, or equivalent one produced by the permittee (e.g., community calendar, newsletter, or recycling schedule) via a mailing to every resident and business in the public complex.	2
Regulatory Mechanisms Education	Distribute a letter or e-mail from the head of the public complex to every resident, employee and business within the public complex 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 controls. Provide a link to the permittee’s website where regulatory mechanisms are posted.	3

Category 3: School / Youth Education and Activities

Activity	Description	Points
School Presentations	Provide water-related educational presentation(s) and/or activities to college/university students or to preschool, elementary, middle/high school student classes present on a military base using staff from the public complex or local partner organizations. Topics could include stormwater, nonpoint source pollution, watersheds, water conservation and water quality. For ideas, see information at www.nj.gov/dep/seeds . *Presentations receive 1 credit per presentation, with a maximum of 5 credits allowed.	5*
Water Education Workshops	Provide water-related professional development workshops for college/university faculty, or preschool, elementary, middle/high school teachers of military bases from a registered NJ Department of Education Professional Development Provider.	2
Storm Drain Labeling	Organize a project to label and/or maintain storm drain labels (that are not already precast with a message) with college/university students, local school district, or faith-based group, or other community group from the public complex for a minimum of 40 labels. This project could also include stenciling over precast labels to improve legibility.	3
Educational Contest for Schools	Organize an educational contest with a local school district or a local community organization to design a poster, magnet, rain stick, rain barrel or other craft/art object. Contest themes shall have an appropriate stormwater message. Winning entries are to be displayed at publicly accessible locations within the public complex. The winning design should be shown on the public complex’s website or social media site, if practical.	3

AmeriCorps Event	Coordinate an event (e.g. volunteer stream monitoring, educational presentations, or stormwater awareness project) through AmeriCorps NJ Watershed Ambassador Program	4
Clean-up	Sponsor or organize a litter clean up for a college/university, scout troop, local school district, faith-based group or other community group from the public complex along a local waterway, public park, stormwater facility, or in an area with storm drains that discharge to a local lake or waterway.	3

Category 4: Watershed/Regional Collaboration

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

Attachment C - Design Standards for Storm Drain Inlets

Application of Design Standard

The below design standard applies to the following types of storm drain inlet installation or retrofit projects unless a more stringent standard is specified by the permittee in an adopted regulatory mechanism:

- Storm drain inlets installed as part of new development and redevelopment (public or private) that disturb one acre or more;
 - Storm drain inlets installed as part of new development and redevelopment (public or private) that disturb less than one acre that are part of a larger common plan of development or sale (e.g. phased residential development) that ultimately disturbs one acre or more;
- Permittee owned or operated storm drain inlets must be retrofitted where the storm drains are (1) in direct contact with any repaving, repairing (excluding individual pothole repair), or resurfacing (including top coating or chip sealing with asphalt emulsion or a thin base of hot bitumen); or (2) in direct contact with any reconstruction or alteration of facilities; and
- Privately owned or operated storm drain inlets (e.g. condominium association) must be retrofitted where the storm drains are (1) in direct contact with 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.nj.gov/transportation/publicat/pdf/BikeComp/introtofac.pdf); or
- A grate where each individual clear space in that grate has an area of no more than seven (7.0) square inches, or is not greater than 0.5 inches across the smallest dimension. Note that the Residential Site Improvement Standards at N.J.A.C. 5:21 include requirements for bicycle safe grates.

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

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

Exemptions from the Design Standard

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

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

A bar screen having a bar spacing of 0.5 inches;

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

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

Attachment D – Major Development Stormwater Summary for Public Complexes

General Information			
1. Public Complex Name:	NJPDES Permit No.:		
2. Project Description:			
3. Municipality:	County:	Block(s):	Lot(s):
4. Site Location (State Plane Coordinates – NAD83):		E:	N:
5. Date of Certificate of Occupancy:			
6. Soil Conservation District Project Number (if applicable):			
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 Maintenance Yards and Other Ancillary Operations

The permittee shall implement the following practices at maintenance yards and other ancillary operations owned or operated by the permittee at the Public Complex. Inventory of Materials and Machinery, and Inspections and Good Housekeeping shall be conducted at all 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 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 maintenance yard operations and ancillary operations. Materials or machinery that are not exposed to stormwater at the 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 permittee's MS4. Maintain an inspection log detailing conditions requiring attention and remedial actions taken for all activities occurring at Maintenance Yards and Other Ancillary Operations. This log must contain, at a minimum, a record of inspections of all operations listed in Part IV.B.5.c. of this permit including dates and times of the inspections, and the name of the person conducting the inspection and relevant findings. This log must be kept on-site, and its location referenced in the SPPP and made available to the Department upon request. See the Public Complex Guidance document at https://www.nj.gov/dep/dwq/pc_guidance.htm for additional information.
2. Conduct cleanups of spills of liquids or dry materials immediately after discovery. All spills shall be cleaned using dry cleaning methods only. Clean up spills with a dry, absorbent material (i.e., kitty litter, sawdust, etc.) and sweep the rest of the area. Dispose of collected waste properly. Store clean-up materials, spill kits and drip pans near all liquid transfer areas, protected from rainfall.
3. Properly label all containers. Labels shall be legible, clean and visible. Keep containers in good condition, protected from damage and spillage, and tightly closed when not in use. When practical, store containers indoors. If indoor storage is not practical, containers may be stored outside if covered and placed on spill platforms or clean pallets. An area that is graded and/or bermed to prevent run-through of stormwater may be used in place of spill platforms or clean pallets. Outdoor storage locations shall be regularly maintained.

Fueling Operations

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

Discharge of Stormwater from Secondary Containment

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

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

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

Salt and De-icing Material Storage and Handling

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

Aggregate Material and Construction Debris Storage

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

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

1. For the purposes of this permit, this BMP is intended for road cleanup materials as well as other similar materials. Road cleanup materials may include but are not limited to street sweepings, storm sewer clean out materials, stormwater basin clean out materials and other similar materials that may be collected during road cleanup operations. These BMPs do not include materials such as liquids, wastes which are removed from sanitary sewer systems or material which constitutes hazardous waste in accordance with N.J.A.C. 7:26G-1.1 et seq.
2. Road cleanup materials must be ultimately disposed of in accordance with N.J.A.C. 7:26-1.1 et seq. See the “Guidance Document for the Management of Street Sweepings and Other Road Cleanup Materials” (www.nj.gov/dep/dshw/rrtp/sweeping.htm).
3. Road cleanup materials placed into temporary storage must be, at a minimum:
 - a. Stored in leak-proof containers or on an impervious surface and covered with a waterproof material (i.e., tarpaulin or 10-mil plastic sheeting) that is contained (e.g. bermed) to control leachate and stormwater run-on or run through; 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 permittee at the Public Complex;
 - 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;
 - b. Minimizes or eliminates the exposure of yard trimmings, wood waste and related materials to stormwater;
 - c. Eliminates the discharge of stormwater that comes in contact with source material from yard trimmings or wood waste management sites to storm sewer inlets or surface waters of the State.
3. Yard trimmings and wood waste management site specific practices:
 - a. Construct windrows, staging and storage piles:
 - i. In such a manner that materials contained in the windrows, staging and storage piles (processed and unprocessed) do not enter waterways of the State;
 - ii. On ground which is not susceptible to seasonal flooding;
 - iii. In such a manner that prevents stormwater run-on and leachate run-off (e.g. use of covered areas, diversion swales, ditches or other designs to divert stormwater from contacting yard trimmings and wood waste).
 - b. Maintain perimeter controls such as curbs, berms, hay bales, silt fences, jersey barriers or setbacks, to eliminate the discharge of stormwater runoff carrying leachate or litter from the site to storm sewer inlets or to surface waters of the State.
 - c. Prevent on-site storm drain inlets from siltation using controls such as hay bales, silt fences, or filter fabric inlet protection.
 - d. Dry weather run-off that reaches a 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.

**ENGINEERS CERTIFICATION OF ANNUAL INSPECTION OF EQUIPMENT
AND VEHICLE WASH WASTEWATER CONTAINMENT STRUCTURE**
(Complete a separate form for each vehicle wash wastewater containment structure)

Permittee: _____ NJPDES Permit No: _____

Containment Structure Location: _____

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

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

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

Acceptable _____

Unacceptable _____

Conditionally Acceptable _____

List necessary repairs and other conditions: _____

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

Name (print): _____ Seal: _____

Signature: _____

Date: _____

Underground Vehicle Wash Water Storage Tank Use Log

Name and Address of Facility _____

Facility Permit Number _____

Tank ID Number _____

Tank Location _____

Tank Volume _____ gallons

Tank Height _____ inches

95% Volume _____ gallons

95% Volume _____ inches

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

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

Liquid **shall 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 shall be performed before each use. Use the comments column to document the inspection and any repairs.

Underground Vehicle Wash Water Storage Tank Pump Out Log

Name and Address of Facility _____

Facility Permit Number _____

Tank ID Number _____

Tank Location _____

Tank Volume _____ gallons

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

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

APPENDIX II

Resolution No. 06-45

RESOLUTION AUTHORIZING THE ADOPTION OF
A POLICY AND PROCEDURE FOR POST-CONSTRUCTION
STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND
REDEVELOPMENT IN MONMOUTH COUNTY HIGHWAY PROPERTY

Freeholder CLIFTON offered the following Resolution and

moved its adoption:

I. Purpose:

A resolution to establish minimum stormwater management requirements and controls for all new "major development," on Monmouth County property as defined in Section II. This mechanism accomplishes the following:

1. Adopts (and incorporates by reference) for such projects the applicable design and performance standards (including maintenance requirements) established under NJAC 7:8 for major development, and the storm drain inlet design standard in Attachment C: "Design standard - Storm Drain Inlets" of the NJDEP NJPDES Public Complex Stormwater General Permit (NJ0141879) and Highway Agency Stormwater General Permit (NJ0141887);
2. Requires that all such projects be designed to comply with these design and performance standards and this storm drain inlet design standard; and
3. Requires that Monmouth County's "Post-Construction Program Design Checklist for Individual Projects" be completed before each project's construction is approved.

II. Definitions:

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

- a. County Highway – any highway or other thoroughfare operated by Monmouth County (including a maintenance facility or rest area for such a thoroughfare). For purposes of this policy and procedure a “highway or other thoroughfare” does not include:
 1. Any thoroughfare confined to the grounds of one or more buildings; or
 2. Any thoroughfare confined to a park or recreational area operated by Monmouth County.
- b. County - Monmouth County
- c. Development – means the division of a parcel of land into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation or enlargement of any building or structure any mining excavation or landfill, and any use or change in the use of any building or other structure, or land or extension of use of land, by any person, for which permission is required under the Municipal Land Use Law, NJSA 40:55D-1 et seq. In the case of development of agricultural lands, development means: any activity that requires a state permit; any activity reviewed by the County Agricultural board (CAB) and the State Agricultural Development Committee (SADC), and municipal review of any activity not exempted by the Right to Farm Act, NJSA 4:1C-1 et seq.
- d. NJDEP – means the New Jersey Department of Environmental Protection.
- e. NJPDES – means the New Jersey Pollutant Discharge Elimination System.
- f. Impervious surface – means a surface that has been covered with a layer of material so that it is highly resistant to infiltration by water.
- g. Major development – means any “development” that provides for ultimately disturbing one or more acres of land. Disturbance for the purpose of this rule is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting or removing of vegetation.
- h. Stormwater – means water resulting from precipitation (including rain and snow) that runs off the land’s surface, is transmitted to the subsurface, or is captured by separate storm sewers or other sewage or drainage facilities, or conveyed by snow removal equipment.
- i. Stormwater management measure – means any structural or nonstructural strategy, practice, technology, process, program or other method intended to control or reduce

stormwater runoff and associated pollutants, or to induce or control the infiltration or groundwater recharge of stormwater to eliminate illicit or illegal non-stormwater discharges into stormwater conveyances.

III. General Standards:

- A. All New Development and Redevelopment Projects within Monmouth County property shall evaluate their respective applicability to the following:
1. Compliance with the applicable design and performance standards established under NJAC 7:8 for major development at Monmouth County, unless:
 - a. Those standards do not apply because of a variance or exemption granted in NJAC 7:8; or
 - b. Alternative standards are applicable under an area wide or Statewide Water Quality Management Plan adopted in accordance with NJAC 7:15.
 2. When applicable under NJAC 7:8, ensure adequate, long-term operation and maintenance of BMPs within Monmouth County. This can include, but may not be limited to, preparing a project maintenance plan in accordance with NJAC 7:8-5.8, where applicable.
 3. All new stormwater management measures which are created in part or as a result of compliance with NJAC 7:8 must be managed and maintained in accordance with the County's Public Complex Stormwater General Permit (NJ0141879) and Highway Agency Stormwater General Permit (NJ0141887).
 4. Compliance, where applicable with the standards set forth in Attachment C of the County's Public Complex Stormwater General Permit (NJ0141879) and Highway Agency Stormwater General Permit (NJ0141887) to control passage of solid and floatable materials through storm drainage inlets.
 5. Projects that do not require any Department permits (the term "permit," in this case, shall include transition area waivers under the Freshwater Wetlands Protection Act) under the Flood Hazard Area Control Act (NJSA 58:16A-50 et seq.), Freshwater Wetlands Protection Act (NJSA 13:9B-1 et seq.), Coastal Area Facility Review Act (NJSA 13:9-1 et seq.) or Waterfront and Harbor Facilities Act (NJSA 12:5-3) are not considered "new development or redevelopment projects" if construction began prior to the implementation deadline for this SBR,

or if the projects went to bid prior to the date on which the permittee received authorization under this permit.

B. Requirements for NJAC 7:8 applicable individual projects:

1. For all major development projects, the NJDEP "Post Construction Design Checklist for Individual Projects" must be completed prior to each new construction project approval.
2. These checklists have been included as Appendix A to this document.

IV. Penalties:

Any person who erects, constructs, alters, repairs, converts, maintains or uses any building, structure or land in violation of this policy shall be subject to a revocation of their construction contract, where applicable.

V. Effective Date:

This policy and procedure shall take effect immediately upon the approval and adoption by the Administration.

VI. Severability:

Where applicable, if the provisions of any section, subsection, paragraph, subdivision or clause of this policy and procedure shall be judged invalid by a court of competent jurisdiction, such order of judgment shall not affect or invalidate the remainder of any section, subsection, paragraph, subdivision or clause of this Resolution.

BE IT FURTHER RESOLVED that the Clerk of the Monmouth County Board of Chosen Freeholders forward a certified true copy of this Resolution to New Jersey Department of Environmental Protection.

Seconded by Freeholder BURRY and adopted on roll call by the following vote:

YES	NO	ABSTAIN	ABSENT
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Mrs. Burry	X
Mrs. Handlin	X
Mr. Narozanick	X
Mr. Clifton	X
Mr. Barham	X

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF MONMOUTH AT A MEETING HELD

Jan 12, 2006
Marcia Masnick
 CLERK

Highway Agency Stormwater General Permit Post-Construction Program Design Checklist for Individual Projects

For each question, attach additional sheets as necessary

Highway Agency
Information

Highway Agency: _____
NJPDES # : NJG _____ PI ID #: _____
Team Member: _____
Date: _____ Effective Date of Permit Authorization (EDPA): _____

1. Location of Project

- a. Project Name _____
- b. Highway Agency Project Number (if applicable): _____
- c. Road Name(s) (if applicable): _____
- d. Municipality(ies): _____
- e. County(ies): _____

2. Description (type of project)

- a. New alignment, widening, bridge replacement, intersection improvement, or other (describe): _____
- b. Area of proposed disturbance: _____ acres (include disturbance for easements, on/off ramps, etc. that are part of the project)
- c. Area of proposed additional impervious surface: _____ acres (include proposed additional impervious surface for easements, on/off ramps, etc. that are part of the project)
- d. Discharges to (identify surface water body(ies)): _____

3. Related NJDEP Permits

How much (if any) of the project requires at least one NJDEP permit (stream encroachment permit; freshwater wetlands permit or transition area waiver; CAFRA, coastal wetlands, or waterfront development permit) granted under the following statutes?

Application Number (if available)

- Flood Hazard Area Control Act, N.J.S.A. 58:16A-50 et seq. _____
- Freshwater Wetlands Protection Act, N.J.S.A. 13:9B-1 et seq. _____
- Coastal Area Facility Review Act, N.J.S.A. 13:19-1 et seq. _____
- Waterfront and Harbor Facilities Act, N.J.S.A. 12:5-3 _____

Answer (check one): The entire project Part of the project None of the project

4. Compliance with NJDEP Design and Performance Standards (N.J.A.C. 7:8)

a. Nonstructural stormwater management strategies

To the maximum extent practicable, does the project meet the applicable erosion control, groundwater recharge, and stormwater runoff quantity and quality standards at N.J.A.C. 7:8-5.4 and 5.5 by incorporating nonstructural stormwater management strategies at N.J.A.C. 7:8-5.3 into the design? Y () N ()

Also see question #4.j in regard to the Low Impact Development Checklist.

b. Threatened and endangered species

Are the project's stormwater management measures designed to avoid adverse impacts of concentrated flow on habitat for threatened and endangered species as documented in the Natural Heritage Database established under N.J.S.A. 13:1B-15.147 through 15.150, particularly *Helonias bullata* (swamp pink) and/or *Clemmys muhlenbergi* (bog turtle)? Y () N ()

c. Exemption for certain utility line and public pedestrian access projects

How much (if any) of the project is exempt under N.J.A.C. 7:8-5.2(d) from the groundwater recharge and stormwater runoff quantity and quality requirements at N.J.A.C. 7:8-5.4 and 5.5? Y () N () If "yes," check whichever of the following are applicable:

- The entire project Part of the project None of the project

If you checked "The entire project" or "Part of the project," check whichever of the following are applicable:

- Underground utility line Aboveground utility line Public pedestrian access

If you checked "The entire project," skip questions #4.d, #4.f, #4.g, and #4.h.

d. Waiver for certain roadway, railroad, and public pedestrian access projects

Are you claiming, for the enlargement (widening) of an existing public roadway or railroad or the construction or enlargement of a public pedestrian access, a waiver under N.J.A.C. 7:8-5.2(e) from strict compliance with the groundwater recharge and stormwater runoff quantity and quality requirements at N.J.A.C. 7:8-5.4 and 5.5? Y () N () If "yes":

- Check whichever of the following are applicable:
 - Enlargement of existing public roadway or railroad Public pedestrian access

- Attach written documentation making the demonstration required under N.J.A.C. 7:8-5.2(e), unless "The entire project" or "Part of the project" is checked under question #3, and you have submitted or will submit this documentation to the NJDEP to obtain the related NJDEP permit(s).

- Check whether the waiver is for:

The entire project Part of the project None of the project

If you checked "The entire project," skip questions #4.f, #4.g, and #4.h.

e. Erosion control

Is the project in its post-construction condition designed to meet the erosion control standards established under the Soil Erosion and Sediment Control Act, N.J.S.A. 4:24-39 et seq. and implementing rules? Y () N ()

Does the project have a soil erosion and sediment control plan certified under that Act and those rules? Y () N () If "no," please explain: _____

f. Groundwater recharge

Under N.J.A.C. 7:8-5.4(a)2ii, how much (if any) of the project is outside the scope of the groundwater recharge requirement at N.J.A.C. 7:8-5.4(a)2i?

Answer (check one): The entire project Part of the project None of the project

If you checked "The entire project" or "Part of the project," check whichever of the following are applicable:

Urban redevelopment area High pollutant loading area Industrial "source material"

If you checked "Part of the project" or "None of the project," is the project designed to meet the groundwater recharge requirement at N.J.A.C. 7:8-5.4(a)2i? Y () N () Also see question 4.j.

Will there be recharge of any stormwater from high pollutant loading areas, or of industrial stormwater exposed to "source material"? Y () N ()

Is the project designed to avoid adverse hydraulic impacts on the groundwater table? Y () N ()

g. Stormwater runoff quantity

Will the post-construction stormwater runoff flow only into tidal waters where the increased volume of stormwater runoff will not increase flood damages below the point of discharge? Y () N ()

If "no," is the project designed to meet the stormwater runoff quantity standard at N.J.A.C. 7:8-5.4(a)3? Y () N () Also see question 4.j.

h. Stormwater runoff quality

Is the project subject to the requirement at N.J.A.C. 7:8-5.5(a) for 80 percent total suspended solids (TSS) reduction? Y () N ()

If "yes," is the project designed to meet this requirement? Y () N () Also see question 4.j.

If "no," check whichever of the following are applicable:

Less than ¼ acre of additional impervious surface NJPDES-based exemption

Is the project designed to meet the nutrient reduction standard at N.J.A.C. 7:8-5.5(e)? Y () N ()

Are the project's stormwater management measures designed to prevent any increase in stormwater runoff to waters classified as FW1? Y () N () N/A () (N/A if there is no stormwater runoff from the project to FW1 waters)

Does the project propose any encroachment within a special water resources protection area established under N.J.A.C. 7:8-5.5(h) to protect Category One waters? Y () N () Also see question 4.j.

If "yes," has the NJDEP approved the proposed encroachment? Y () N () Please explain if the NJDEP has not approved the proposed encroachment:

i. Other special circumstances

Are there special circumstances besides those noted above (e.g., alternative design and performance standards recognized under N.J.A.C. 7:8-5.1(b), and hardship waivers under N.J.A.C. 7:13-4.8) that result in one or more of the design and performance standards at N.J.A.C. 7:8-5 not being applicable to all or part of the project? Y () N ()

If "yes," describe the circumstances and identify the standard(s) that are not applicable:

j. Calculations and stormwater engineering report

Was stormwater runoff calculated in accordance with N.J.A.C. 7:8-5.6? Y () N ()

Attach a stormwater engineering report that includes the following information (unless the Exception below applies):

- A copy of Parts 1, 3, and 4 of the Low Impact Development Checklist (see Appendix A of the New Jersey Stormwater Best Management Practices Manual)
- A copy of a USGS topographical map(s), 7.5 minute quadrangle series, showing the project location and its HUC-14 watershed(s), and indicating any special water resources protection area(s) established under N.J.A.C. 7:8-5.5(h)
- Proof that the applicable groundwater recharge and stormwater runoff quantity and quality standards at N.J.A.C. 7:8-5.4 and 5.5 (or applicable alternative standards recognized under N.J.A.C. 7:8-5.1(b)) are met. This proof shall include complete printouts of all calculations (including detention, retention, and infiltration calculations for all basins), and shall compare existing and proposed recharge and discharge rates. The proof shall clearly explain how the attached calculations demonstrate compliance with the applicable standards. If the requirement at N.J.A.C. 7:8-5.5(a) for 80 percent TSS reduction is applicable, the proof shall detail how TSS reduction is achieved.

Exception: If "The entire project" is checked under question #3, have you submitted or will you submit the above information to the NJDEP to obtain the related NJDEP permit(s)? Y () N ()

If "yes," it is not necessary to attach a stormwater engineering report.

k. Structural stormwater management

Is the project designed to meet the applicable standards for structural stormwater management measures at N.J.A.C. 7:8-5.7? Y () N ()

l. Maintenance

Has the design engineer prepared for the project the maintenance plan required by N.J.A.C. 7:8-5.8? Y () N ()

If "yes," attach the maintenance plan unless "The entire project" or "Part of the project" is checked under question #3, and you have submitted or will submit the maintenance plan for the entire project to the NJDEP to obtain the related NJDEP permit(s).

5. Compliance with NJDEP Design Standard for Storm Drain Inlets

Does the project include installation of any storm drain inlets? Y () N ()

If "yes," is the project designed to comply with the standard set forth in Attachment C of the permit to control passage of solid and floatable materials? Y () N ()

Attach a list of any storm drain inlets in the project that have hydraulic performance exemptions.

Are you claiming any alternative device exemptions or historic place exemptions for any of the storm drain inlets in this project? Y () N () If "yes," please explain:

Public Complex Stormwater General Permit Post-Construction Program Design Checklist for Individual Projects

For each question, attach additional sheets as necessary

Public Complex
Information

Public Complex:

NJPDES # : NJG ____ PI ID #:

Team Member:

Date ____ Effective Date of Permit Authorization (EDPA):

1. Location of Project

- a. Project Name
- b. Public Complex Project Number (if applicable):
- c. Municipality(ies):
- d. County(ies):

2. Description (type of project)

- a. Briefly describe (1) the purpose and intended use of the project, and (2) any pavement and/or structures to be erected or expanded:
- b. Area of proposed disturbance: ____ acres
- c. Area of proposed additional impervious surface: ____ acres
- d. Discharges to (identify surface water body(ies)):

3. Related NJDEP Permits

How much (if any) of the project requires at least one NJDEP permit (stream encroachment permit; freshwater wetlands permit or transition area waiver; CAFRA, coastal wetlands, or waterfront development permit) granted under the following statutes?

Application Number (if available)

- Flood Hazard Area Control Act, N.J.S.A. 58:16A-50 et seq.
- Freshwater Wetlands Protection Act, N.J.S.A. 13:9B-1 et seq.
- Coastal Area Facility Review Act, N.J.S.A. 13:19-1 et seq.
- Waterfront and Harbor Facilities Act, N.J.S.A. 12:5-3

Answer (check one): The entire project Part of the project None of the project

4. Compliance with NJDEP Design and Performance Standards (N.J.A.C. 7:8)

a. Nonstructural stormwater management strategies

To the maximum extent practicable, does the project meet the applicable erosion control, groundwater recharge, and stormwater runoff quantity and quality standards at N.J.A.C. 7:8-5.4 and 5.5 by incorporating nonstructural stormwater management strategies at N.J.A.C. 7:8-5.3 into the design? Y () N ()

Also see question #4.j in regard to the Low Impact Development Checklist.

b. Threatened and endangered species

Are the project's stormwater management measures designed to avoid adverse impacts of concentrated flow on habitat for threatened and endangered species as documented in the Natural Heritage Database established under N.J.S.A. 13:1B-15.147 through 15.150, particularly *Helonias bullata* (swamp pink) and/or *Clemmys muhlenbergi* (bog turtle)? Y () N ()

c. Exemption for certain utility line and public pedestrian access projects

How much (if any) of the project is exempt under N.J.A.C. 7:8-5.2(d) from the groundwater recharge and stormwater runoff quantity and quality requirements at N.J.A.C. 7:8-5.4 and 5.5? Y () N () If "yes," check whichever of the following are applicable:

The entire project Part of the project None of the project

If you checked "The entire project" or "Part of the project," check whichever of the following are applicable:

Underground utility line Aboveground utility line Public pedestrian access

If you checked "The entire project," skip questions #4.d, #4.f, #4.g, and #4.h.

d. Waiver for certain roadway, railroad, and public pedestrian access projects

Are you claiming, for the enlargement (widening) of an existing public roadway or railroad or the construction or enlargement of a public pedestrian access, a waiver under N.J.A.C. 7:8-5.2(e) from strict compliance with the groundwater recharge and stormwater runoff quantity and quality requirements at N.J.A.C. 7:8-5.4 and 5.5? Y () N () If "yes":

- Check whichever of the following are applicable:

Enlargement of existing public roadway or railroad Public pedestrian access

- Attach written documentation making the demonstration required under N.J.A.C. 7:8-5.2(e), unless "The entire project" or "Part of the project" is checked under question #3, and you have submitted or will submit this documentation to the NJDEP to obtain the related NJDEP permit(s).

- Check whether the waiver is for:

The entire project Part of the project None of the project

If you checked "The entire project," skip questions #4.f, #4.g, and #4.h.

e. Erosion control

Is the project in its post-construction condition designed to meet the erosion control standards established under the Soil Erosion and Sediment Control Act, N.J.S.A. 4:24-39 et seq. And implementing rules? Y () N ()

Does the project have a soil erosion and sediment control plan certified under that Act and those rules? Y () N () If "no," please explain:

f. Groundwater recharge

Under N.J.A.C. 7:8-5.4(a)2ii, how much (if any) of the project is outside the scope of the groundwater recharge requirement at N.J.A.C. 7:8-5.4(a)2i?

Answer (check one): The entire project Part of the project None of the project

If you checked "The entire project" or "Part of the project," check whichever of the following are applicable:

Urban redevelopment area High pollutant loading area Industrial "source material"

If you checked "Part of the project" or "None of the project," is the project designed to meet the groundwater recharge requirement at N.J.A.C. 7:8-5.4(a)2i? Y () N () Also see question 4.j.

Will there be recharge of any stormwater from high pollutant loading areas, or of industrial stormwater exposed to "source material"? Y () N ()

Is the project designed to avoid adverse hydraulic impacts on the groundwater table? Y () N ()

g. Stormwater runoff quantity

Will the post-construction stormwater runoff flow only into tidal waters where the increased volume of stormwater runoff will not increase flood damages below the point of discharge? Y () N ()

If "no," is the project designed to meet the stormwater runoff quantity standard at N.J.A.C. 7:8-5.4(a)3? Y () N () Also see question 4.j.

h. Stormwater runoff quality

Is the project subject to the requirement at N.J.A.C. 7:8-5.5(a) for 80 percent total suspended solids (TSS) reduction? Y () N ()

If "yes," is the project designed to meet this requirement? Y () N () Also see question 4.j.

If "no," check whichever of the following are applicable:

Less than ¼ acre of additional impervious surface NJPDES-based exemption

Is the project designed to meet the nutrient reduction standard at N.J.A.C. 7:8-5.5(e)? Y () N ()

Are the project's stormwater management measures designed to prevent any increase in stormwater runoff to waters classified as FW1? Y () N () N/A () (N/A if there is no stormwater runoff from the project to FW1 waters)

Does the project propose any encroachment within a special water resources protection area established under N.J.A.C. 7:8-5.5(h) to protect Category One waters? Y () N () Also see question 4.j.

If "yes," has the NJDEP approved the proposed encroachment? Y () N () Please explain if the NJDEP has not approved the proposed encroachment:

i. Other special circumstances

Are there special circumstances besides those noted above (e.g., alternative design and performance standards recognized under N.J.A.C. 7:8-5.1(b), and hardship waivers under N.J.A.C. 7:13-4.8) that result in one or more of the design and performance standards at N.J.A.C. 7:8-5 not being applicable to all or part of the project? Y () N ()

If "yes," describe the circumstances and identify the standard(s) that are not applicable:

j. Calculations and stormwater engineering report

Was stormwater runoff calculated in accordance with N.J.A.C. 7:8-5.6? Y () N ()

Attach a stormwater engineering report that includes the following information (unless the Exception below applies):

- A copy of Parts 1, 3, and 4 of the Low Impact Development Checklist (see Appendix A of the New Jersey Stormwater Best Management Practices Manual)
- A copy of a USGS topographical map(s), 7.5 minute quadrangle series, showing the project location and its HUC-14 watershed(s), and indicating any special water resources protection area(s) established under N.J.A.C. 7:8-5.5(h)
- Proof that the applicable groundwater recharge and stormwater runoff quantity and quality standards at N.J.A.C. 7:8-5.4 and 5.5 (or applicable alternative standards recognized under N.J.A.C. 7:8-5.1(b)) are met. This proof shall include complete printouts of all calculations (including detention, retention, and infiltration calculations for all basins), and shall compare existing and proposed recharge and discharge rates. The proof shall clearly explain how the attached calculations demonstrate compliance with the applicable standards. If the requirement at N.J.A.C. 7:8-5.5(a) for 80 percent TSS reduction is applicable, the proof shall detail how TSS reduction is achieved.

Exception: If "The entire project" is checked under question #3, have you submitted or will you submit the above information to the NJDEP to obtain the related NJDEP permit(s)? Y () N ()

If "yes," it is not necessary to attach a stormwater engineering report.

k. Structural stormwater management

Is the project designed to meet the applicable standards for structural stormwater management measures at N.J.A.C. 7:8-5.7? Y () N ()

l. Maintenance

Has the design engineer prepared for the project the maintenance plan required by N.J.A.C. 7:8-5.8? Y () N ()

If "yes," attach the maintenance plan unless "The entire project" or "Part of the project" is checked under question #3, and you have submitted or will submit the maintenance plan for the entire project to the NJDEP to obtain the related NJDEP permit(s).

5. Compliance with NJDEP Design Standard for Storm Drain Inlets

Does the project include installation of any storm drain inlets? Y () N ()

If "yes," is the project designed to comply with the standard set forth in Attachment C of the permit to control passage of solid and floatable materials? Y () N ()

Attach a list of any storm drain inlets in the project that have hydraulic performance exemptions.

Are you claiming any alternative device exemptions or historic place exemptions for any of the storm drain inlets in this project? Y () N () If "yes," please explain:

Resolution No. 06-46

RESOLUTION AUTHORIZING THE ADOPTION OF
A POLICY AND PROCEDURE TO PROHIBIT THE FEEDING OF UNCONFINED
WILDLIFE ON MONMOUTH COUNTY HIGHWAY PROPERTY

Freeholder BURRY offered the following Resolution and

moved its adoption:

I. Purpose:

A policy and procedure to prohibit the feeding of unconfined wildlife, on any and all property owned or operated by Monmouth County for County highways, so as to protect public health, safety and welfare, and to prescribe penalties for failure to comply.

II. Definitions:

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

- a. County Highway – any highway or other thoroughfare operated by Monmouth County (including a maintenance facility or rest area for such a thoroughfare). For purposes of this policy and procedure a "highway or other thoroughfare" does not include:
 1. Any thoroughfare confined to the grounds of one or more buildings; or
 2. Any thoroughfare confined to a park or recreational area operated by Monmouth County.
- b. Feed – to give, place, expose, deposit, distribute or scatter any edible material with the intention of feeding, attracting or enticing wildlife. Feeding does not include baiting in the legal taking of fish and/or game.
- c. Person – any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to County jurisdiction.

- d. Wildlife - all animals that are neither human nor domesticated.

III. Prohibited Conduct:

No person shall feed, on any property owned or operated by Monmouth County for a County highway, any unconfined wildlife.

IV. Enforcement:

- a. The provisions of this policy and procedure shall be enforceable by any local or State police officer.
- b. Any person found to be in violation of this Resolution shall be ordered to cease the feeding immediately.

V. Violations and Penalties:

Any person(s) who is found to be in violation of the provisions of this policy and procedure shall be subject to a fine not to exceed \$1,000.00.

BE IT FURTHER RESOLVED that the Clerk of the Monmouth County Board of Chosen Freeholders forward a certified true copy of this Resolution to New Jersey Department of Environmental Protection.

Seconded by Freeholder NAROZANICK and adopted on roll call by the following vote:

	YES	NO	ABSTAIN	ABSENT
Mrs. Burry	X			
Mrs. Handlin	X			
Mr. Narozanick	X			
Mr. Clifton	X			
Mr. Barham	X			

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF MONMOUTH AT A MEETING HELD

Jan 12, 20 06
Marcia Mancini
CLERK

Resolution No. 06-47

RESOLUTION AUTHORIZING THE ADOPTION OF
A POLICY AND PROCEDURE TO PROHIBIT THE IMPROPER
DISPOSAL OF WASTE INTO STORM SEWERS AT COUNTY HIGHWAYS

Freeholder NAROZANICK offered the following Resolution and

moved its adoption:

I. Purpose:

A policy and procedure to prohibit any and all spilling, dumping or disposal, by Monmouth County and its employees, of materials other than stormwater to the municipal separate storm sewer system (MS4) at County highways, so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

II. Definitions:

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

- a. County Highway – any highway or other thoroughfare operated by Monmouth County (including a maintenance facility or rest area for such a thoroughfare). For purposes of this policy and procedure, a "highway or other thoroughfare" does not include:
 1. Any thoroughfare confined to the grounds of one or more buildings; or
 2. Any thoroughfare confined to a park or recreational area operated by Monmouth County.

- b. Municipal separate storm sewer system (MS4) – a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins,

curbs, gutters, ditches, manmade channels, or storm drains) that is owned or operated by Monmouth County or other public body, and is designed and used for collecting and conveying stormwater.

- c. Stormwater – 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.

III. Prohibited Conduct:

Monmouth County and its employees are prohibited from:

- a. Spilling, dumping, or disposing of materials other than stormwater to the municipal separate storm sewer system located at County highways.
- b. Spilling, dumping, or disposing of materials other than stormwater in such a manner as to cause the discharge of pollutants to the municipal separate storm sewer system located at County highways.

IV. Exceptions

- a. Water line flushing and discharges from potable water sources
- b. Uncontaminated ground water (e.g., infiltration, crawl space or basement sump pumps, foundation or footing drains, rising ground waters)
- c. Air conditioning condensate (excluding contact and non-contact cooling water)
- d. Irrigation water (including landscape and lawn watering runoff)
- e. Flows from springs, riparian habitats and wetlands, water reservoir discharges and diverted stream flows
- f. Residential car washing water, and residential swimming pool discharges
- g. Sidewalk, driveway and street wash water
- h. Flows from fire fighting activities
- i. Flows from rinsing of the following equipment with clean water:
 1. Beach maintenance equipment immediately following their use for their intended purposes; and
 2. Equipment used in the application of salt and de-icing materials immediately following salt and de-icing material applications. Prior to rinsing with clean water, all residual salt and de-icing materials must be removed from equipment and vehicles to the maximum extent practicable using dry cleaning methods (e.g., shoveling and sweeping). Recovered materials are to be returned to storage for reuse or properly discarded.

Rinsing of equipment in the above situations is limited to exterior, undercarriage, and exposed parts and does not apply to engines or other enclosed machinery.

V. Penalties:

Any Monmouth County officer or employee who continues to be in violation of the provisions of this policy and procedure, after being duly notified, shall be subject to removal, suspension, demotion or other disciplinary action.

BE IT FURTHER RESOLVED that the Clerk of the Monmouth County Board of Chosen Freeholders forward a certified true copy of this Resolution to New Jersey Department of Environmental Protection.

Seconded by Freeholder **HANDLIN** and adopted on roll call by the following vote:

	YES	NO	ABSTAIN	ABSENT
Mrs. Burry	X			
Mrs. Handlin	X			
Mr. Narozanick	X			
Mr. Clifton	X			
Mr. Barham	X			

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF MONMOUTH AT A MEETING HELD

Jan 12, 2006
Maureen Masnick
CLERK

Resolution No. 06-48

RESOLUTION AUTHORIZING THE ADOPTION
OF A POLICY AND PROCEDURE TO PROHIBIT
LITTERING AT ANY COMPLEX OR PROPERTY
OWNED OR OPERATED BY MONMOUTH COUNTY

Freeholder HANDLIN offered the following Resolution and

moved its adoption:

I. Purpose:

A policy and procedure to prohibit littering at any complex or property owned or operated by Monmouth County, so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

II. Definitions:

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

- a. Litter - any used or unconsumed substance or waste material which has been discarded, whether made of aluminum, glass, plastic, rubber, paper, or other natural or synthetic material, or any combination thereof, including, but not limited to, any bottle, jar or can, or any top, cap or detachable tab of any bottle, jar or can, any unlighted cigarette, cigar, match or any flaming or glowing material or any garbage, trash, refuse, debris, rubbish, grass clippings or other lawn or garden waste, newspapers, magazines, glass, metal, plastic or paper containers or other packaging or construction material, but does not include the waste of the primary processes of mining or other extraction processes, logging, sawmilling, farming or manufacturing.
- b. Litter Receptacle - a container suitable for the depositing of litter.
- c. Person - any individual, corporation, company, partnership, firm, association, or political subdivision of this State whose conduct at complexes or property owned or operated by Monmouth County.

III. Prohibited Conduct:

No person shall throw, drop, discard or otherwise place any litter of any nature upon Monmouth County property other than in a litter receptacle, or having done so to allow such litter to remain.

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

IV. Violations and Penalties:

Any person(s) who is found to be in violation of the provisions of this policy and procedure shall be subject to a fine not to exceed \$1,000.00.

BE IT FURTHER RESOLVED that the Clerk of the Monmouth County Board of Chosen Freeholders forward a certified true copy of this Resolution to New Jersey Department of Environmental Protection.

Seconded by Freeholder CLIFTON and adopted on roll call by the following vote:

	YES	NO	ABSTAIN	ABSENT
Mrs. Burry	X			
Mrs. Handlin	X			
Mr. Narozanick	X			
Mr. Clifton	X			
Mr. Barham	X			

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF MONMOUTH AT A MEETING HELD

Jan 12, 2006
Maria Maxwell
CLERK

Resolution No. 06-49

RESOLUTION AUTHORIZING THE ADOPTION OF
POLICY AND PROCEDURE TO PROHIBIT ILLICIT
CONNECTIONS TO STORM SEWERS ON COUNTY HIGHWAYS

Freeholder CLIFTON offered the following Resolution and
moved its adoption:

I. Purpose:

A policy and procedure to prohibit any and all illicit connections by Monmouth County to all MS4s of the municipal separate storm sewer system(s) operated by Monmouth County, so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply. This policy and procedure does not apply to any illicit connection which emanates from an entity other than Monmouth County.

II. Definitions:

For the purpose of this policy and procedure, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this policy and procedure clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory. Most of the definitions below are the same as or based on corresponding definitions in the New Jersey Pollutant Discharge Elimination System (NJPDES) rules at N.J.A.C. 7:14A-1.2.

- a. County Highway – any highway or other thoroughfare operated by Monmouth County (including a maintenance facility or rest area for such a thoroughfare). For purposes of this policy and procedure a "highway or other thoroughfare" does not include:
 1. Any thoroughfare confined to the grounds of one or more buildings; or

2. Any thoroughfare confined to a park or recreational area operated by Monmouth County.
- b. Domestic sewage - waste and wastewater from humans or household operations.
- c. Illicit connection - any physical or non-physical connection that discharges domestic sewage, non-contact cooling water, process wastewater, or other industrial waste (other than stormwater) to the municipal separate storm sewer system operated by Monmouth County, unless that discharge is authorized under a NJPDES permit other than the Public Complex Stormwater General Permit (NJPDES Permit Number NJ0141879). Non-physical connections may include, but are not limited to, leaks, flows, or overflows into the municipal separate storm sewer system.
- d. Industrial waste - non-domestic waste, including, but not limited to, those pollutants regulated under Section 307(a), (b), or (c) of the Federal Clean Water Act (33 U.S.C. §1317(a), (b), or (c)).
- e. Municipal separate storm sewer system (MS4) - a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) that is owned or operated by Monmouth County or other public body, and is designed and used for collecting and conveying stormwater.
- f. NJPDES permit - a permit issued by the New Jersey Department of Environmental Protection to implement the New Jersey Pollutant Discharge Elimination System (NJPDES) rules at N.J.A.C. 7:14A
- g. Non-contact cooling water - water used to reduce temperature for the purpose of cooling. Such waters do not come into direct contact with any raw material, intermediate product (other than heat) or finished product. Non-contact cooling water may however contain algacides, or biocides to control fouling of equipment such as heat exchangers, and/or corrosion inhibitors.
- h. Process wastewater - any water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, byproduct, or waste product. Process wastewater includes, but is not limited to, leachate and cooling water other than non-contact cooling water.
- i. Stormwater - 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.

III. Prohibited Conduct:

Monmouth County and its officers, staff, agents, other employees, contractors, and students shall not discharge or cause to be discharged, through an illicit connection to the municipal separate

storm sewer system operated by Monmouth County, any domestic sewage, non-contact cooling water, process wastewater, or other industrial waste (other than stormwater).

IV. Penalties:

Any Monmouth County officer or employee who continues to be in violation of the provisions of this policy and procedure, after being duly notified, shall be subject to removal, suspension, demotion or other disciplinary action.

BE IT FURTHER RESOLVED that the Clerk of the Monmouth County Board of Chosen Freeholders forward a certified true copy of this Resolution to New Jersey Department of Environmental Protection.

Seconded by Freeholder BURRY and adopted on roll call by the following vote:

	YES	NO	ABSTAIN	ABSENT
Mrs. Burry	X			
Mrs. Handlin	X			
Mr. Narozanick	X			
Mr. Clifton	X			
Mr. Barham	X			

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF MONMOUTH AT A MEETING HELD

Jan 12, 20 06
Marcia Masnick
CLERK

MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS

Freeholder Meeting Venue:

Date: Oct 28, 2010 - 7:00 PM

Location: Hall of Records
 Freeholders' Meeting Room
 1 East Main Street
 Freehold, NJ 07728

Agenda: Resolution authorizing the adoption of a policy and procedure requiring dumpsters and other refuse containers that are outdoors or exposed to storm water to be covered at all times to prohibit the spilling, dumping, leaking or otherwise discharge of liquids, semi-liquids or solids from the containers into storm sewers on County Highways.

Official Document #	Res# 2010-0848						
Meeting Date	10/28/2010						
Introduced Date	10/28/2010						
Adopted Date	10/28/2010						
Agenda Item	15						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Curley	<			<	<		
Mallet	<				<		
D'Amico	<		<		<		
Clifton	<				<		
Burry	<				<		

County Counsel

RESOLUTION AUTHORIZING THE ADOPTION OF A POLICY AND PROCEDURE
REQUIRING DUMPSTERS AND OTHER REFUSE CONTAINERS THAT ARE
OUTDOORS OR EXPOSED TO STORM WATER TO BE COVERED AT ALL TIMES
TO PROHIBIT THE SPILLING, DUMPING, LEAKING OR OTHERWISE
DISCHARGE OF LIQUIDS, SEMI-LIQUIDS OR SOLIDS FROM THE
CONTAINERS INTO STORM SEWERS ON COUNTY HIGHWAYS.

Section I. Purpose:

A policy and procedure requiring dumpsters and other refuse containers that are outdoors or exposed to stormwater to be covered at all times and prohibiting the spilling, dumping, leaking, or otherwise discharge of liquids, semi-liquids or solids from the containers to the municipal separate storm sewer system(s) at County Highways and/or the waters of the State so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply. This policy and procedure does not apply to any dumpster and other refuse container which is owned/controlled by any entity/person other than the County of Monmouth.

Section II. Definitions:

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

a) County Highway-any highway or other thoroughfare operated by Monmouth County (including a maintenance facility or rest area for such a thoroughfare). For purposes of this policy and procedure a "highway or other thoroughfare" does not include:

1. Any thoroughfare confined to the grounds of one or more buildings or:
2. Any thoroughfare confined to a park or recreational area operated by Monmouth County.

Introduced on: October 28, 2010
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- b) County-Monmouth County

- c) Municipal separate storm sewer system (MS4) - a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) that is owned or operated by Monmouth County or other public body, and is designed and used for collecting and conveying stormwater. MS4s do not include combined sewer systems, which are sewer systems that are designed to carry sanitary sewage at all times and to collect and transport stormwater from streets and other sources.

- d) Person - any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

- e) Refuse container - any waste container that a person controls whether owned, leased, or operated, including dumpsters, trash cans, garbage pails, and plastic trash bags.

- f) 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.

- g) Waters of the State - means the ocean and its estuaries, all springs, streams and bodies of surface or ground water, whether natural or artificial, within the boundaries of the State of New Jersey or subject to its jurisdiction.

SECTION III. Prohibited Conduct:

Monmouth County and its officers, staff, agents, other employees, contractors and students shall ensure that any County controlled dumpsters or refuse containers whether owned, leased, or operated is covered at all times and shall prevent refuse from spilling out or overflowing on County highways.

Monmouth County and its officers, staff, agents, other employees, contractors and students shall ensure that any

Introduced on: October 28, 2010
Adopted on: October 28, 2010
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County controlled dumpster or refuse container does not leak or otherwise discharge liquids, semi-liquids or solids to the municipal separate storm sewer system(s) on County highways.

SECTION IV. Exceptions to Prohibition:

- a. Permitted temporary demolition containers
- b. Litter receptacles (other than dumpsters or other bulk containers)
- c. Individual homeowner trash and recycling containers
- d. Refuse containers at facilities authorized to discharge stormwater under a valid NJPDES permit
- e. Large bulky items (e.g., furniture, bound carpet and padding, white goods placed curbside for pickup)

SECTION V. Penalties:

Any Monmouth County officer or employee, who continues to be in violation of the provisions of this policy and procedure, after being duly notified, shall be subject to removal, suspension, demotion or other disciplinary action.

SECTION VI. Severability:

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

SECTION VII. Effective date:

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

BE IT FURTHER RESOLVED that the Clerk forward a certified true copy of this resolution to the New Jersey Department of Environmental Protection and John Tobia, Director of Public Works and Engineering.

Introduced on: October 28, 2010
Adopted on: October 28, 2010
Official Resolution#: 2010-0848

APPENDIX III

Public Complex Stormwater General Permit Post-Construction Program Design Checklist for Individual Projects

For each question, attach additional sheets as necessary

Public Complex Information

Public Complex: Monmouth County Correctional Institute
 NJPDES # : NJG0152161 PI ID #: 222749
 Team Member: John Tobia, Dir. of Public Works & Eng.
 Date 5/2009 Effective Date of Permit Authorization (EDPA): 4/1/04

1. Location of Project

- a. Project Name _____
- b. Public Complex Project Number (if applicable): _____
- c. Municipality(ies): _____
- d. County(ies): _____

2. Description (type of project)

- a. Briefly describe (1) the purpose and intended use of the project, and (2) any pavement and/or structures to be erected or expanded: _____
- b. Area of proposed disturbance: _____ acres
- c. Area of proposed additional impervious surface: _____ acres
- d. Discharges to (identify surface water body(ies)): _____

3. Related NJDEP Permits

How much (if any) of the project requires at least one NJDEP permit (stream encroachment permit; freshwater wetlands permit or transition area waiver; CAFRA, coastal wetlands, or waterfront development permit) granted under the following statutes?

Application Number (if available)

Flood Hazard Area Control Act, N.J.S.A. 58:16A-50 et seq. _____
Freshwater Wetlands Protection Act, N.J.S.A. 13:9B-1 et seq. _____
Coastal Area Facility Review Act, N.J.S.A. 13:19-1 et seq. _____
Waterfront and Harbor Facilities Act, N.J.S.A. 12:5-3 _____

Answer (check one): The entire project Part of the project None of the project

4. Compliance with NJDEP Design and Performance Standards (N.J.A.C. 7:8)

a. Nonstructural stormwater management strategies

To the maximum extent practicable, does the project meet the applicable erosion control, groundwater recharge, and stormwater runoff quantity and quality standards at N.J.A.C. 7:8-5.4 and 5.5 by incorporating nonstructural stormwater management strategies at N.J.A.C. 7:8-5.3 into the design? Y () N ()

Also see question #4.j in regard to the Low Impact Development Checklist.

b. Threatened and endangered species

Are the project's stormwater management measures designed to avoid adverse impacts of concentrated flow on habitat for threatened and endangered species as documented in the Natural Heritage Database established under N.J.S.A. 13:1B-15.147 through 15.150, particularly *Helonias bullata* (swamp pink) and/or *Clemmys muhlenbergi* (bog turtle)? Y () N ()

c. Exemption for certain utility line and public pedestrian access projects

How much (if any) of the project is exempt under N.J.A.C. 7:8-5.2(d) from the groundwater recharge and stormwater runoff quantity and quality requirements at N.J.A.C. 7:8-5.4 and 5.5? Y () N () If "yes," check whichever of the following are applicable:

The entire project Part of the project None of the project

If you checked "The entire project" or "Part of the project," check whichever of the following are applicable:

Underground utility line Aboveground utility line Public pedestrian access

If you checked "The entire project," skip questions #4.d, #4.f, #4.g, and #4.h.

d. Waiver for certain roadway, railroad, and public pedestrian access projects

Are you claiming, for the enlargement (widening) of an existing public roadway or railroad or the construction or enlargement of a public pedestrian access, a waiver under N.J.A.C. 7:8-5.2(e) from strict compliance with the groundwater recharge and stormwater runoff quantity and quality requirements at N.J.A.C. 7:8-5.4 and 5.5? Y () N () If "yes":

- Check whichever of the following are applicable:

Enlargement of existing public roadway or railroad Public pedestrian access

- Attach written documentation making the demonstration required under N.J.A.C. 7:8-5.2(e), unless “The entire project” or “Part of the project” is checked under question #3, and you have submitted or will submit this documentation to the NJDEP to obtain the related NJDEP permit(s).

- Check whether the waiver is for:

The entire project Part of the project None of the project

If you checked “The entire project,” skip questions #4.f, #4.g, and #4.h.

e. Erosion control

Is the project in its post-construction condition designed to meet the erosion control standards established under the Soil Erosion and Sediment Control Act, N.J.S.A. 4:24-39 et seq. And implementing rules? Y () N ()

Does the project have a soil erosion and sediment control plan certified under that Act and those rules? Y () N () If “no,” please explain: _____

f. Groundwater recharge

Under N.J.A.C. 7:8-5.4(a)2ii, how much (if any) of the project is outside the scope of the groundwater recharge requirement at N.J.A.C. 7:8-5.4(a)2i?

Answer (check one): The entire project Part of the project None of the project

If you checked “The entire project” or “Part of the project,” check whichever of the following are applicable:

Urban redevelopment area High pollutant loading area Industrial “source material”

If you checked “Part of the project” or “None of the project,” is the project designed to meet the groundwater recharge requirement at N.J.A.C. 7:8-5.4(a)2i? Y () N () Also see question 4.j.

Will there be recharge of any stormwater from high pollutant loading areas, or of industrial stormwater exposed to “source material”? Y () N ()

Is the project designed to avoid adverse hydraulic impacts on the groundwater table? Y () N ()

g. Stormwater runoff quantity

Will the post-construction stormwater runoff flow only into tidal waters where the increased volume of stormwater runoff will not increase flood damages below the point of discharge? Y () N ()

If “no,” is the project designed to meet the stormwater runoff quantity standard at N.J.A.C. 7:8-5.4(a)3? Y () N () Also see question 4.j.

h. Stormwater runoff quality

Is the project subject to the requirement at N.J.A.C. 7:8-5.5(a) for 80 percent total suspended solids (TSS) reduction? Y () N ()

If “yes,” is the project designed to meet this requirement? Y () N () Also see question 4.j.

If “no,” check whichever of the following are applicable:

Less than ¼ acre of additional impervious surface NJPDES-based exemption

Is the project designed to meet the nutrient reduction standard at N.J.A.C. 7:8-5.5(e)? Y () N ()

Are the project's stormwater management measures designed to prevent any increase in stormwater runoff to waters classified as FW1? Y () N () N/A () (N/A if there is no stormwater runoff from the project to FW1 waters)

Does the project propose any encroachment within a special water resources protection area established under N.J.A.C. 7:8-5.5(h) to protect Category One waters? Y () N () Also see question 4.j.

If "yes," has the NJDEP approved the proposed encroachment? Y () N () Please explain if the NJDEP has not approved the proposed encroachment: _____

i. Other special circumstances

Are there special circumstances besides those noted above (e.g., alternative design and performance standards recognized under N.J.A.C. 7:8-5.1(b), and hardship waivers under N.J.A.C. 7:13-4.8) that result in one or more of the design and performance standards at N.J.A.C. 7:8-5 not being applicable to all or part of the project? Y () N ()

If "yes," describe the circumstances and identify the standard(s) that are not applicable: _____

j. Calculations and stormwater engineering report

Was stormwater runoff calculated in accordance with N.J.A.C. 7:8-5.6? Y () N ()

Attach a stormwater engineering report that includes the following information (unless the Exception below applies):

- A copy of Parts 1, 3, and 4 of the Low Impact Development Checklist (see Appendix A of the New Jersey Stormwater Best Management Practices Manual)
- A copy of a USGS topographical map(s), 7.5 minute quadrangle series, showing the project location and its HUC-14 watershed(s), and indicating any special water resources protection area(s) established under N.J.A.C. 7:8-5.5(h)
- Proof that the applicable groundwater recharge and stormwater runoff quantity and quality standards at N.J.A.C. 7:8-5.4 and 5.5 (or applicable alternative standards recognized under N.J.A.C. 7:8-5.1(b)) are met. This proof shall include complete printouts of all calculations (including detention, retention, and infiltration calculations for all basins), and shall compare existing and proposed recharge and discharge rates. The proof shall clearly explain how the attached calculations demonstrate compliance with the applicable standards. If the requirement at N.J.A.C. 7:8-5.5(a) for 80 percent TSS reduction is applicable, the proof shall detail how TSS reduction is achieved.

Exception: If "The entire project" is checked under question #3, have you submitted or will you submit the above information to the NJDEP to obtain the related NJDEP permit(s)? Y () N ()

If "yes," it is not necessary to attach a stormwater engineering report.

k. Structural stormwater management

Is the project designed to meet the applicable standards for structural stormwater management measures at N.J.A.C. 7:8-5.7? Y () N ()

l. Maintenance

Has the design engineer prepared for the project the maintenance plan required by N.J.A.C. 7:8-5.8? Y () N ()

If "yes," attach the maintenance plan unless "The entire project" or "Part of the project" is checked under question #3, and you have submitted or will submit the maintenance plan for the entire project to the NJDEP to obtain the related NJDEP permit(s).

5. Compliance with NJDEP Design Standard for Storm Drain Inlets

Does the project include installation of any storm drain inlets? Y () N ()

If “yes,” is the project designed to comply with the standard set forth in Attachment C of the permit to control passage of solid and floatable materials? Y () N ()

Attach a list of any storm drain inlets in the project that have hydraulic performance exemptions.

Are you claiming any alternative device exemptions or historic place exemptions for any of the storm drain inlets in this project? Y () N () If “yes,” please explain: _____

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Solid and Hazardous Waste Management Program
Bureau of Landfills and Hazardous Waste Permitting
P.O. Box 420
Mail Code: 401-02C
401 East State Street, 2nd Floor, West Wing
Trenton, New Jersey 08625-0420
Telephone: (609) 984-6985 Fax: (609) 633-9839
<http://www.nj.gov/dep/dshw/lhwp/index.html>

Guidance Document for the Management of Street Sweepings and Other Road Cleanup Materials

(Updated 10/16/2013)

This document presents guidance for the handling, characterization and management of street sweepings and other road cleanup materials (road cleanup materials) to provide options for the use and management of the material without direct oversight of the New Jersey Department of Environmental Protection (Department or DEP). These materials would otherwise be waste, and may include but be limited to street sweepings, storm sewer clean out materials, retention basin clean out materials and other similar road wastes. Wastes removed from municipal sanitary sewer systems (a.k.a. municipal wastewater systems) are not included in these types of wastes.

Road cleanup materials may be considered as one of two categories as a function of the type and amount of contaminants present. These are as follows: 1) Road cleanup material that contain hazardous waste, and 2) Road cleanup material classified as waste type ID 10 municipal solid waste (i.e., materials that may contain contaminants above or below regulatory concern).

This guidance must be consulted in conjunction with the solid waste regulations at N.J.A.C. 7:26 et seq. For the reader's convenience, an unofficial version of N.J.A.C. 7:26 et seq. can be found using the "NJ Regulations" selection on the Department's Solid and Hazardous Waste Management Program web page at <http://www.state.nj.us/dep/dshw> or directly by using the Web link <http://www.state.nj.us/dep/dshw/resource/rules.htm>. These are courtesy copies of the adoption. The official versions of these rules were published in the New Jersey Register. Should there be any discrepancies between this text and the official version of the adoption, the official version will govern. For more information, see the New Jersey Office of Administrative Law's Rules page. To obtain official copies of these regulations consult the NJDEP Office of Legal Affairs' How to Get Copies of Departmental Rules page at http://www.state.nj.us/dep/legal/get_rule.htm.

I. INTRODUCTION & BACKGROUND:

The DEP is very interested in supporting the beneficial use of solid wastes such as road cleanup material whenever feasible. To assure that these uses are protective of human health and the environment, uses of road cleanup material should be approved by DEP for consistency with Department policies, guidance (e.g., this document) and Departmental regulations. In many instances, road cleanup materials are known to contain elevated concentrations of contaminants such as lead and organic compounds associated with petroleum products, which above certain levels are known to be hazardous to human health. Therefore, uses of road cleanup material should be managed in order to manage the risks posed to human health and the environment.

Many beneficial uses of road cleanup material involve some form of land application, some of which may require the Department's authorization. When solid wastes like road cleanup material are used beneficially in land application they are exempted from regulation as solid waste and thus, will herein be referred to as "materials". The process of using road cleanup material either with or without case-by-case Departmental review for land application and other uses is outlined below.

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When collected in the course of cleaning the state's streets, storm basins and storm sewers, road cleanup materials are classified as waste type ID 10 municipal solid waste as defined and regulated at N.J.A.C. 7:26-1.1 et seq. Normally, road cleanup material classified as ID 10, as well as other types of solid wastes, must be directed to a solid waste facility permitted to receive such waste for disposal. However, an exemption to solid waste regulation at N.J.A.C. 7:26-1.1(a)1 is allowed for solid waste, separated at the point of generation, that is sent to an approved facility for use or reuse as raw materials or directly as products. It is this exemption process and the associated beneficial use regulations found at N.J.A.C.7:26-1.7(g) that allows road cleanup material to be authorized for beneficial uses exempt from waste flow and solid waste disposal regulations. Also exempted from solid waste regulations is waste managed and manifested as hazardous waste in accordance with the rules and regulations as set forth at N.J.A.C. 7:26G-1.1 et seq., and transported directly to a hazardous waste facility from the point of generation.

II. CONTAMINANT STANDARDS:

This section describes the basis for DEP's application of contaminant standards to road cleanup material. The DEP has adopted site cleanup standards that form the basis for developing more specific regulations for the use or reuse of materials contaminated with hazardous substances. For further guidance in this area, these standards are specified and referenced at N.J.A.C. 7:26D, the Remediation Standards adopted June 2, 2008.. A copy of the latest Site Remediation Standards (SRS) is available at the Department's web site at <http://www.nj.gov/dep/srp/regs/rs/>.

In view of the health-based criteria set forth in the SRS for contaminated sites and the available analytical data for typical road cleanup materials, the contaminants in road cleanup material are not consistently at sufficiently low levels to allow uncontrolled use. The DEP is concerned about spikes of high concentrations of petroleum hydrocarbons such as gasoline, oils, the organic compounds found in asphalt, or other contaminants such as lead that typically occur in road cleanup materials. Road cleanup material should also be classified to determine whether the waste is hazardous waste required to be regulated as hazardous waste per N.J.A.C. 7:26G. Road wastes are normally not sufficiently contaminated to prevent their use under controlled circumstances per this guidance. Therefore, given the limited contaminant characterization data available, approvals for use of road cleanup material containing aggregate contaminants at a level exceeding the most stringent latest available SRS for guidance are reviewed on a case-by-case basis by the Bureau of Landfill and Hazardous Waste Permitting (BLHWP)..

Blanket approvals are available at this time for certain uses as outlined herein. For the class of road cleanup material contaminated below the department's most stringent SRS, a one-time site-specific use is allowed as described below in Sections VI and VII of this Appendix. Applications of any such road cleanup material to a site more than once require written authorization of the BLHWP in order to prevent potential environmental degradation (refer to section V.2.b.). This process ensures that use of all road cleanup material will be consistent with the most recent health-based guidance when road cleanup materials are proposed for use in situations where human or environmental exposure to contaminants is possible.

III. GENERAL HANDLING REQUIREMENTS:

This section describes the general requirements applicable to handling road cleanup materials.

1. Litter - Road cleanup materials are generally contaminated with oversized "litter" such as plastics and paper items, road matter, vehicle parts and other miscellaneous wastes. Before road cleanup material may be sampled for analysis, this litter must be removed and disposed of as ID 10 municipal solid waste or preferably, be recycled. Small screening operations may not require separate approvals, however processing road cleanup material in large quantities, or near sensitive receptors may warrant separate authorization by the Department. Contact the Solid and Hazardous Waste

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Management Program at 609-292-9880 for information concerning permitting of screening operations. Bulky materials, such as significant amounts of chunks of concrete or asphalt, should be taken to DEP approved recycling centers, or asphalt manufacturers, for proper recycling. Road cleanup material normally does not require this cleaning step if disposed of unless required by the disposal facility.

2. De-icing Salts - In some cases, road cleanup material may contain concentrations of road de-icing salts. Standards for applications of de-icing salts are not established as it is common practice to dispense large quantities of salts on roads for deicing during winter months. With normal precipitation levels, significant amounts of these salts with typically high water solubility should not be present in road cleanup materials. Use of road cleanup material containing road de-icing salts or other compounds, however, must be consistent with all State, Federal and local requirements and the user should also be aware of the phytotoxic effects of salts particularly during the growing season.

3. Transport - Disposal of road cleanup material as solid waste in accordance with N.J.A.C. 7:26 requires transport only by licensed solid waste transporters in registered solid waste vehicles. Transport of road cleanup material destined for recycling centers (refer to section V.2. below), or beneficial uses authorized by the department pursuant to N.J.A.C. 7:26-1.7(g), is not subject to the solid waste transporter licensing requirements, therefore, use of licensed solid waste transporters and registered solid waste vehicles is not required in these instances.

IV. CHARACTERIZATION:

This section describes the requirements for sampling and analysis of all road cleanup material, except those being disposed of as ID 10 solid waste which do not require testing except as required by the disposal facility.

All road cleanup material must be sampled and analyzed in accordance with standard DEP quality assurance standards and practices to fully characterize the SRS contaminants, regardless of the intended future disposition of the road cleanup materials except for disposal as solid waste. Detailed sampling guidance may also be obtained from BLHWP at (609) 984-6985.

The generator of road cleanup material must determine if the road cleanup material constitute hazardous waste in accordance with requirements at N.J.A.C. 7:26G-1.1 et seq. A hazardous waste classification may be required if elevated levels of contaminants are detected, at the discretion of the department. For uses of road cleanup material requiring DEP authorization as described herein (refer to section V.), all analytical data must be submitted to BLHWP for review on a case-by-case basis.

Road cleanup material proposed for most beneficial use projects must also be analyzed for any and all contaminants found on the USEPA's current Target Analyte List (TAL)/Target Compound List (TCL) and Priority Pollutants + 40 scans. The list of TAL inorganic compounds/elements and TCL organic compounds designated for analysis are those contained in the version of the USEPA Contract Laboratory Program Statement of Work for Inorganics and Organic Analysis, Multi-Media, Multi-Concentration in effect as of the date on which the laboratory is performing the analysis or the project's specific contaminant testing results.

Additional sampling may be required based on the results of the initial data collected if further contaminant delineation is necessary. A higher frequency of sampling, screening and analysis may be required to characterize the road cleanup material when "hotspots" of contamination are known or suspected to exist in a pile. For very large quantities of road cleanup material a lower frequency of sampling may be appropriate, subject to departmental authorization, based on site-specific data. It is recommended that the DEP review sampling plans that vary from the sampling methods outlined in Appendix G prior to sampling.

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While typical road cleanup material would not be expected to exhibit excessive amounts of radioactivity, it cannot contain material regulated pursuant to the Atomic Energy Act or any regulations for radioactive materials administered by the Nuclear Regulatory Commission ("NRC") or other agencies, be classified as technologically enhanced naturally-occurring radionuclide material (TENORM) which is ID 27 Dry Industrial Solid Waste in New Jersey, or contain any radionuclide over the levels established in the "Soil Remediation Standards for Radioactive Materials" at N.J.A.C. 7:28-12.

V. MANAGEMENT OPTIONS:

This section describes various management options for the following categories of road cleanup material: 1) Road cleanup material that contain hazardous waste, and 2) Road cleanup material classified as waste type ID 10 municipal solid waste (i.e., materials that may contain contaminants above or below regulatory concern). It also describes the process of obtaining department authorization for use of road wastes. Whenever any road cleanup materials are used for any purpose other than disposal in accordance with N.J.A.C. 7:26-1.1 et seq., the following conditions must be met:

1. Hazardous Waste - Road cleanup material that contain a hazardous waste must be managed as hazardous wastes when contamination is above the non-hazardous waste limits or the road cleanup materials are otherwise classified a hazardous waste. The road cleanup material must always be managed as a hazardous waste in accordance with N.J.A.C. 7:26G-1.1 et seq. and the USEPA Code of Federal Regulations Title 40, Parts 260-299. The only management option for road cleanup material containing a hazardous waste is management as a hazardous waste.

Handling - All road cleanup material designated as hazardous waste per N.J.A.C. 7:26G-5 and 40 CFR 261 must be properly staged and removed within 90 days. Hazardous waste piles are prohibited. When road cleanup material are determined to contain a hazardous waste they must be staged during the remaining 90-day period in accordance with N.J.A.C. 7:26G-6 and 40 CFR 262 (i.e. either sealed roll-off container or sealed drums).

2. Non-hazardous ID 10 Municipal Solid Waste - Road cleanup material contaminated at levels above the regulatory concern limit (see section V.3. below), and which are not classified as hazardous waste, are considered to be non-hazardous solid waste. Road cleanup materials are classified as ID 10 municipal solid waste if treatment, storage or disposal at an authorized solid waste facility is a short or long-term management option. If ID 10 road cleanup material are used beneficially with DEP authorization in accordance with section V.2.b. below, the road cleanup materials are then considered beneficially useable materials exempt from solid waste regulation, not ID 10 solid waste.

a. Handling - Contaminated road cleanup material designated as non-hazardous solid waste may not be stockpiled for more than six months pursuant to the solid waste regulations, N.J.A.C. 7:26-1.1;1.4. Security and public access must be considered when selecting a location for stockpiling of any potentially contaminated road cleanup materials. Staging of any potentially contaminated road cleanup material must be performed using methods that minimize the disturbance of the road cleanup material and minimize on-site handling and storage. At a minimum, all potentially contaminated road cleanup material must be staged on an impervious surface and covered with a waterproof material (i.e., tarpaulin or 10-mil plastic sheeting). The containment must be maintained for the duration of the staging period to prevent contaminant volatilization, runoff, leaching, or fugitive dust emissions.

b. Beneficial Use Authorization Process - For use of contaminated materials such as road cleanup material contaminated above the latest most stringent SRS, a written application by the generator and a written determination from the DEP must be made for the non-applicability of the solid waste regulations set forth in N.J.A.C. 7:26-1.1 et seq. This is required for any in-state or out-of-state use

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for road cleanup material with any contaminant level exceeding the latest most stringent SRS and is also required for second or additional applications of any road cleanup material in New Jersey at the same site. The following are the standard requirements for a Certificate of Authority to Operate beneficial use project. Additional requirements are specified at N.J.A.C. 7:26-1.7(g) that also apply to application for the use of road cleanup material, and are detailed in the main body of this Technical Manual.

c. General Requirements for Use - In all cases, any use of road cleanup material must be protective of ground water and surface water bodies and subsurface structures, such as basements and other indoor areas, as well as all other potential human and other ecological receptors. In addition, all other requirements for any prospective use of road cleanup material must be met. These requirements include, but are not limited to: any limitations imposed by wetlands restrictions; stream encroachment regulations; limitations on use of materials contaminated at any level where the contaminants could pose a risk to surface or ground water; hazardous waste recycling regulations; and any other requirements, in addition to i-iv. below:

i. Pinelands Area - Road cleanup material generated outside or within the Pinelands Area that contain contaminants at or below the most stringent cleanup levels established by the DEP shall not be moved from the site of generation into or within the Pinelands Protection Area unless the road cleanup materials are at or below the receiving site's contaminant background levels. Road cleanup material generated in the Pinelands Area that exceed background levels may not remain in the Pinelands Area but may be used elsewhere with written permission of the DEP in accordance with the requirements set forth in this document. Written approval from the New Jersey Pinelands Commission, New Lisbon, NJ 08064, must be obtained before any disturbance or moving of road cleanup material at any level of contamination within the Pinelands Area.

ii. Objectionable Odors or Appearance - Road cleanup material having objectionable odors, including petroleum or synthetic chemical odors, shall not be used in residential areas or other locations where the public would be exposed or where such odors or appearance would render a site or its improvements unusable for their reasonably intended purpose. Specifically, the road cleanup material to be used must not violate the air pollution rules, N.J.A.C. 7:28-1.1 et seq. or local nuisance codes.

iii. Regulatory Compliance - The road cleanup material must be used in accordance with all applicable federal, state and local requirements.

iv. Allowable Storage Time - Non-hazardous road cleanup material contaminated at levels above the most stringent SRS must not be stockpiled at the site of generation, or elsewhere, for more than six months from the date of collection until disposition pursuant to the solid waste regulations, N.J.A.C. 7:26-1.1; 1.4. Therefore, road cleanup material use considerations and subsequent actions should be acted on as soon as anticipated.

3. Contaminated Below Regulatory Concern - Road cleanup material with contaminant levels consistently below the latest most stringent site-specific SRS standards are generally suitable for use without prior approval on a one-time site-specific basis, or if the road cleanup materials are recycled at an approved recycling center. Only road cleanup material that contain contaminants at levels below the most stringent SRS established by the DEP for a specific site, are not of regulatory concern with the exception of sites in the Pinelands Area which may require separate authorization from the Pinelands Commission - see Section V.2.c.i. In addition, the minimum criteria for all use applications, as noted in section V.2.c. above, also apply to road cleanup material below regulatory concern.

VI. EXAMPLES OF USES:

APPENDIX II

This section outlines the department's guidance for a number of different potential uses for road cleanup materials. All uses described below require written BLHWP authorization as outlined in section V. of this document, unless explicitly stated otherwise in each section. The general handling requirements outlined in section III., and all other requirements, are also applicable to all potential uses listed below except as noted below. All references to use criteria in this document shall be taken to mean the latest available criteria from the department.

- 1. Fill for potholes - Road cleanup materials, with analytical values at levels below the latest non-residential SRS criteria, are normally suitable for direct use as fill for potholes, whether the road cleanup materials are incorporated into an asphalt binder or are used directly as sub-fill for larger holes. If the road cleanup materials are used as sub-fill for larger holes, they must be capped with normal road surfacing material, such as concrete or asphalt. Department approval is not required for this use.**
- 2. Embankment for emergency road repairs - Road cleanup material with analytical values at levels below the most stringent SRS criteria are usable for embankment material without prior Department approval. Embankment material is needed by DOT for emergency road repairs when road surfaces and base materials are eroded or removed due to washout or other circumstances.**
- 3. Containment/absorption medium for hazardous materials spill response - Road cleanup materials, unless determined to be hazardous wastes, are suitable for use as absorptive material to contain or to absorb hazardous materials in emergency situations. Following such use, the road cleanup material must be immediately handled in accordance with all requirements for hazardous materials. The road cleanup material cannot be permitted to wash into surface waters. If road cleanup materials are used in the form of embankments to contain larger spills, the road cleanup material must be stabilized to prevent surface waste contamination, and be collected and managed appropriately as a contaminated material.**
- 4. Sub-base fill - Road cleanup material contaminated at levels below the latest non-residential SRS may be used for sub-base fill.**
- 5. Soil mix additive for pavement materials - Road cleanup material may be used directly as replacement for raw material in concrete or asphalt for paving or other uses, without prior approval, if not contaminated above the latest non-residential SRS limits, and all other requirements for manufacture and use of the product are met.**
- 6. Deicing/Antiskid Material - Road cleanup material may be used as deicing or antiskid material if contaminated below the residential SRS without prior Department approval.**
- 7. Landfill cover - Under most circumstances, unless road cleanup material have been analyzed and determined to be hazardous wastes, road cleanup materials are suitable for landfill cover from the standpoint of pollutant contamination levels. Use of road cleanup material for landfill cover, especially road cleanup material with higher levels of contamination, isolates these contaminants from further contact with the environment and provides a favored option for road cleanup material use. It is, of course, the prerogative of individual landfill operators to require analyses of materials they are using for cover and under those circumstances, individual facilities may set certain limits or other criteria for contaminant levels in the materials. The generator of the road cleanup material should contact the landfill operator.**
- 8. Recycling Centers - For recycling at approved Class B and Class C recycling centers in New Jersey: contact the authorized recycling center directly or Bureau of Transfer Stations and Recycling Facilities (BTSRF) at 609-292-9880. The Recycling Center must be authorized to accept road cleanup material specifically in its General Approval, or otherwise in writing by the Solid and Hazardous**

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Waste Management Program road cleanup material accepted at an approved DEP recycling center do not require a waste flow exemption or a prior site-specific use approval as outlined below.

9. Other Uses Land Application - Other one-time land application uses of road cleanup material without prior approval are feasible in line with the above guidance if all contamination levels are below the latest most stringent site-specific SRS. Direct land application of road cleanup material contaminated at any level above the most stringent SRS and second or additional applications of road cleanup material contaminated below regulatory concern at the same site require DEP authorization on a case-by-case basis. Application for such uses must be made to BLHWP for a Certificate of Authority to Operate (CAO) a Beneficial Use Project pursuant to N.J.A.C. 7:26-1.7(g). This type of authorization is technically rigorous, will require a detailed site description and may require at least six to eight weeks for review. Contact BLHWP for details. Actual standards applied at a particular site are determined by the DEP on a case-by-case basis and may differ from site to site. This variation is due to many factors, including site-specific human health and environmental exposure pathways, the presence and combinations of synergistic or additive site contaminants, and site-specific physical characteristics, however it is not the Department's intention to introduce contaminated materials into areas with lower levels of contamination.

Asphalt Incorporation - Road cleanup materials may be used directly at asphalt manufacturing plants as an ingredient in asphalt (bituminous concrete) production as exempt from solid waste regulations pursuant to N.J.A.C. 7:26-1.1(a)1 and N.J.A.C. 7:26A-1.4(a)1i.

Product Incorporation - Additionally, road cleanup materials, even those contaminated at higher levels of contamination, may be incorporated into structural products where the road cleanup materials are physically bound, or permanently entrained, such as into asphalt, concrete, structural building materials (such as block and brick) or other similar structural products. All requirements for the product's manufacture and use must be met. Case-by-case Departmental authorization is required for these uses only at a contamination level above non-residential SRS limits, except as outlined above for asphalt production.

10. Disposal: For information on disposal in accordance with N.J.A.C. 7:26 at a designated solid waste facility, contact the appropriate county solid waste management official for the designated solid waste district facility, to determine if the district has such a facility for ID 10 waste. A list of county solid waste officials is available at the department's web site.

VII. RESPONSIBILITY & DISCLAIMER:

It is the responsibility of the generator of the road cleanup material to properly manage and characterize/classify the road cleanup material and to determine if road cleanup materials are contaminated.

Disclaimer: This guidance is offered without prejudice and shall not affect any ongoing or future enforcement actions that the Department or any other agency may take against any person for past or future activities. This guidance shall not relieve any person from obtaining any and all permits and authorizations required from any Federal, State, county or local agency and complying with all regulations and other requirements. The DEP reserves the right to require or conduct testing. Should road cleanup material be considered unsuitable by the DEP after the road cleanup material have been used/reused, the generator of the road cleanup material is responsible for their proper remediation, as well as for the remediation of all other media affected. Specifically, the DEP may take action if a more stringent SRS is adopted, the SRS's were improperly applied to a use application or other relevant requirements or criteria are developed. Use of road cleanup material shall not relieve any person from obtaining any and all permits required from any federal, state, county or local agency. This document does not grant permission to fill or alter floodplain areas, riparian lands, freshwater wetlands or surface water runoff conditions without the appropriate approvals.

APPENDIX V

MSRP ANNUAL REPORT - Public Complex

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

Service ID: 932846
Facility Name: MONMOUTH CNTY CORRECTIONAL INSTITUTION
Reporting Period: January 1, 2018 through December 31, 2018
NJPDES Permit #: NJG0152161
Activity ID: DST180001

Contacts

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Contact Type: Stormwater Coordinator
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Organization Type: County
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 Freehold, New Jersey 07728

Uploaded Attachments

No attachments have been uploaded for this submittal.

Report Details - Part A

Public Complex Information

Team member responsible for completing the report:	Jessica Kubida
Team member email address:	jessica.kubida@co.monmouth.nj.us

Population Information

1. Report the population at the Public Complex usually present at least six (6) hours per day:	780
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If the Public Complex is a military base, hospital, prison, or general administration facility, include all employees, military personnel, and residents (including patients or prisoners). If the Public Complex is a college or university campus, include all faculty, employees, and full-time students.

Note 1: "Employees" includes individuals who work at the Public Complex regardless of whether they are paid by the Public Complex, or by another governmental, private, or nonprofit entity.

Note 2: You do not have to count any individual more than once. For example, a full-time university student who is also a university employee may be counted as one individual.

Stormwater Pollution Prevention Plan

1. Have you revised your Stormwater Pollution Prevention Plan to incorporate changes required by the renewal permit?	Yes
2. Date the SPPP was revised:	04/11/2019

Public Notice

1. Are you complying with applicable State and local public notice requirements when providing for public participation in the development and implementation of your stormwater program?	Yes
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Post-Construction Stormwater Management in New Development and Redevelopment

1. For major development on property that you own or operate, are you ensuring compliance with the applicable design and performance standards established under N.J.A.C. 7:8?	Yes
2. Are you ensuring adequate long-term operation and maintenance of stormwater BMPs on property that you own or operate?	Yes
3. For storm drain inlets that you install, are you complying with the standard set forth in Attachment C of the permit to control passage of solid and floatable materials?	Yes
4. Between January 1, 2018 and December 31, 2018 has your Public Complex begun construction for any new development and/or redevelopment project that meets the definition of major development? If your Public Complex has begun construction for any new development and/or redevelopment project that meets the definition of major development you must upload the New Development Project Summary Checklist.	No

Report Details - Part B

Storm Drain Inlet Labeling (All Public Complexes)

1. Have you established a storm drain inlet labeling program?	Yes
2. Indicate the percentage or number of sectors labeled to date:	100%
3. Other Amount:	
4. Is your Public Complex maintaining the labels (i.e. replacing and/or repainting)?	Yes
5. Is your Public Complex a college, university or military base?	No

Local Public Education Program (Colleges, Universities, and Military Bases only)

1. Have you developed a Local Public Education Program?	
2. Did your Public Complex distribute an educational brochure?	
3. Date (between January 1, 2018 - December 31, 2018) that your Public Complex distributed an Educational Brochure:	
4. Method of distribution:	
5. Did your Public Complex conduct an educational event?	
6. Date (between January 1, 2018 - December 31, 2018) that your Public Complex conducted an Annual Education Event:	
7. Description of the Event:	

Improper Disposal of Waste

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

1. Pet Waste Control:	Yes
2. Date adopted:	01/12/2006
3. Litter Control:	Yes
4. Date adopted:	01/12/2006
5. Improper Disposal of Waste Control:	Yes
6. Date adopted:	01/12/2006
7. Wildlife Feeding Control:	Yes
8. Date adopted:	01/12/2006
9. Illicit Connection Control:	Yes
10. Date adopted:	01/12/2006
11. Refuse Container/Dumpster Control:	Yes
12. Date adopted:	10/20/2010
13. Status of these regulatory mechanisms:	
14. Method(s) of enforcement (e.g., fines; warnings; employee, student, or military disciplinary actions; ejection from the Public Complex; additional signs; etc.):	Employee disciplinary action; potential fines for the general public.

Vegetative Waste/Collection Program

1. Have you developed a vegetative waste collection program?	N/A - no vegetative waste
2. Does the Public Complex perform yard waste pickups?	N/A - no homes where residents maintain yards

MS4 Outfall Pipe Mapping

1. Have you completed the MS4 outfall pipes mapping?	No
2. Date completed:	
3. Number of outfall pipes within the Public Complex:	2
4. Number of outfall pipes mapped:	2

Report Details - Part C

Illicit Connection Elimination Program

1. Have you completed an illicit connection inspection for all outfall pipes?	Yes
2. Total number of outfall pipes physically inspected during this reporting period:	2
3. Number of outfalls found to have an illicit connection during this reporting period:	0
4. Number of illicit connections eliminated during this reporting period:	0
5. Number of illicit connections found during that period to emanate from another entity: Please attach, in a format provided by the Department, a list of all outfalls found to have an illicit connection since the inception of the program. The list must include the outfall location, receiving water body, source of illicit connection and the date the illicit connection was eliminated.	0

Street Sweeping Program

1. Were all required streets swept?	Yes
2. What was the total number of miles swept?	1

Please list the total amount of materials collected for each month since January 1, 2018, and indicate the unit of measurement used to report these materials.

3. Units:	Cubic yards
4. January:	0
5. February:	0
6. March:	0
7. April:	0
8. May:	0
9. June:	0

10. July:	0
11. August:	0
12. September:	0
13. October:	0
14. November:	0
15. December:	0
16. Total (<i>The Total will be displayed in ton units. If you have selected cubic yards as your reporting unit of measurement, be aware that the total will be converted to tons, 1.053 cubic yards = 1 ton.</i>):	0
17. If reporting zero (0) for a month above, please explain:	Sweeping is conducted by the M.C. Division of Highways and has been reported under their permit. No separate records were maintained for this facility. Beginning in 2019, separate records will be kept

Storm Drain Inlet Retrofitting

1. Were all storm drain inlets in direct contact with repaving, repairing, reconstruction or alterations retrofitted or replaced to meet the standard?	N/A - no paving that required storm drain inlet retrofitting
2. How many storm drain inlets were retrofitted?	

Stormwater Facility Maintenance

Stormwater facilities include, but are not limited to, catch basins, detention basins, filter strips, riparian buffers, infiltration trenches, sand filters, constructed wetlands, wet basins, bioretention systems, low flow bypasses and stormwater conveyances. Please keep an inventory of stormwater facilities indicating type, function and location in a format provided by the Department onsite and available for inspection or upon request.

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

1. Were all stormwater facilities that you operate inspected?	Yes
2. Were any found to be in need of cleaning or repair in order to function properly?	No
3. Was the cleaning performed?	
4. Were repairs made?	
5. Describe repair(s) or if repairs have not yet been made, provide a	

schedule for the repair(s):	
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Catch Basins

1. Total number of catch basins that you operate:	35
2. Total number of catch basins inspected:	35
3. Total number of catch basins cleaned:	0
4. Amount of materials removed from catch basins:	0
5. Units:	Cubic yards

Report Details - Part D

Outfall Pipe Stream Scouring Remediation

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

1. Have you developed a prioritized list of outfall pipes requiring outfall pipe stream scouring remediation?	N/A - we have no outfall pipe stream scouring
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De-icing Material and Sand Storage

1. Do you have a permanent structure for de-icing material storage?	N/A - share services with another entity
2. If sand is being stored outside, is it set back 50 feet from storm sewer inlets, ditches or other stormwater conveyance channels, and surface water bodies?	N/A - no sand stored outdoors

Fueling Operations

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

1. Are you implementing Standard Operating Procedures for vehicle maintenance and repair activities at maintenance yard operations?	N/A - no maintenance or repairs
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Good Housekeeping Practices

1. Are you implementing Good Housekeeping Practices for all materials or machinery listed in the Inventory Requirements for Public Complex Maintenance Yard Operations (including maintenance activities and ancillary operations)?

Yes

Equipment and Vehicle Washing

1. Has your Public Complex implemented measures to properly handle the discharge of equipment and vehicle wash wastewater from your municipal maintenance yard operations?

Yes

2. Please indicate which option you implemented to eliminate the unpermitted discharge:

Ceased the discharge (share services with another entity)

3. Date the management measure was implemented:

02/28/2009

4. What is your NJPDES permit number that authorizes the discharge of vehicle and equipment wash wastewater?

N/A - we do not wash our vehicles

5. Are you maintaining records of vehicle and equipment washing?

Annual Employee Training

1. Did you conduct an annual employee training program for appropriate employees on appropriate topics (e.g., police officers trained on ordinances)?

Yes

2. List date(s) of employee training:

Training provided to Highway Agencies, which maintain the facilities regarding stormwater permitting and listed in their annual report.

Report Details - Part E

Sharing of Responsibilities

Do you share services with another entity to satisfy a permit requirement?

Yes

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

1. Public notice:

No

2. Comments:

3. Comply with applicable design and performance standards for major development (post-construction):	No
4. Comments:	
5. Long term operation and maintenance of BMPs (post-construction):	No
6. Comments:	
7. Storm drain inlet design standard (post-construction):	Yes
8. Comments:	Division of Engineering and Division of Highways
9. Local Public Education Program (Colleges/Universities/Military Bases):	N/A - we are not a college, university or military base
10. Comments:	
11. Storm Drain Inlet Labeling Program:	Yes
12. Comments:	Division of Engineering and Division of Highways
13. Pet waste regulatory mechanism:	No
14. Comments:	
15. Litter regulatory mechanism:	No
16. Comments:	
17. Improper disposal of waste regulatory mechanism:	No
18. Comments:	
19. Wildlife feeding regulatory mechanism:	No
20. Comments:	
21. Dumpster/refuse container regulatory mechanism:	Yes
22. Comments:	Outside Contractor
23. Vegetative waste collection program:	No
24. Comments:	
25. Outfall pipe mapping:	Yes
26. Comments:	Division of Engineering and Division of Highways
27. Illicit connection elimination program:	Yes
28. Comments:	Division of Engineering and Division of Highways
29. Street sweeping:	Yes
30. Comments:	Division of Highways
31. Storm drain inlet retrofitting:	Yes
32. Comments:	Division of Engineering and Division of

	Highways
33. Maintenance of stormwater facilities:	Yes
34. Comments:	Division of Engineering and Division of Highways
35. Outfall pipe stream scouring:	Yes
36. Comments:	Division of Engineering and Division of Highways
37. De-icing and sand storage:	N/A - we do not store de-icing materials or sand
38. Comments:	
39. Fueling operations:	N/A - no fueling
40. Comments:	
41. Vehicle maintenance:	N/A - no maintenance or repairs
42. Comments:	
43. Good Housekeeping:	No
44. Comments:	
45. Vehicle and Equipment Washing:	N/A - no equipment or vehicle washing
46. Comments:	
47. Employee Training:	Yes
48. Comments:	Division of Highways

Incidents of Non-Compliance

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

- Your Public Complex has not completed the MS4 outfall pipes mapping.

1. Did your Public Complex have any incidents of non-compliance?	Yes
2. Identify the steps being taken to remedy the noncompliance and to prevent such incidents from recurring. (If the text box is not large enough to complete this section, please provide your report as an attachment and upload it on the next screen. Please reference the attachment in the textbox.)	We are currently updating the outfall pipe mapping to input the data, cleaning schedule and maintenance into the County's Asset Management software, Cartegraph.

Certification

Certifier: Jessica Kubida
Certifier ID: MCPWE
Challenge/Response Question: What is your favorite pet?
Challenge/Response Answer: *****
Certification PIN: *****
Date/Time of Certification: 04/22/2019 13:36

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

"I certify that the municipality is in compliance with its stormwater program, Stormwater Pollution Prevention Plan (SPPP) and the NJPDES Public Complex Municipal Stormwater General Permit No. NJG0152161 except for any incidents of non-compliance which are identified herein. For any incidents of non-compliance, the Annual Report identifies the steps being taken to remedy the non-compliance and to prevent such incidents from recurring.

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

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

Jessica Kubida 04/22/2019
General Date