# Stormwater Pollution Prevention Plan

Township of Independence
County of Warren
Permit Number - NJG0153087
Date: July 9, 2024

Stormwater Program Coordinator: Michael S. Finelli, P.E.

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## Form 1 – Team Members

	Stormwater Program Coordinator (SPC)				
Name an	nd Title	Michael S. Finelli, P.E., Township Engineer			
Phone	908-835-9500		Email	mikef@f	inellicon.com
	Individual(s) Responsible for Major Development Project Stormwater Management Review				
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		ther Municipal	Stormwa	ater Tear	m Members
Name an	nd Title	Dena Hrebenai	k, Clerk		
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Name an	nd Title	Joe King, DPW	<sup>7</sup> Director		
Phone	908-637-4929		Email	dpw@independencenj.com	
Name an	nd Title				
Phone			Email	Email	
	Shared/Contracted Service Providers				
Pro	vider Name	Service	Provided		Term of Service
Musconetcong Education Credit Watershed Association		dits		Yearly	

# Form 2 – Revision History

Revision	Form #	Reason for Revision
Date	Changed	(Updates to staff, policy, webpage, etc.)
June 2009	All	Update per 2009 Tier A Permit
June 2016	All	Update forms per NJDEP Tier A Guidance Documents
October 2018	All	Update per 2018 Tier A Permit
January 2022	All	Update per new NJDEP SPPP format
July 2024	All	Update per 2023 Tier A Permit
	1	

# Form 3 – Public Announcements *Part IV.B. and C.*

1.	Provide the link to the dedicated stormwater webpage for your municipality.
	www.independencenj.com/departments/public-works-department
2.	List the name and title of person(s) responsible for stormwater webpage postings/updates.
	Dena Hrebenak, Clerk
3.	List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.
	New Jersey Herald – official newspaper Township website Direct mail

# Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment

Part IV.E.

1. How does the municipality define "major development"? If it is different from the definition in N.J.A.C. 7:8, explain the difference.

*Major development* means an individual "development," as well as multiple developments that individually or collectively result in:

- 1. The disturbance of one or more acres of land since February 2, 2004;
- 2. The creation of one-quarter acre or more of "regulated impervious surface" since February 2, 2004;
- 3. The creation of one-quarter acre or more of "regulated motor vehicle surface" since March 2, 2021.
- 4. A combination of 2 and 3 above that totals an area of one-quarter acre or more. The same surface shall not be counted twice when determining if the combination area equals one-quarter acre or more.

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

2. Is the municipality's stormwater control ordinance (SCO) the same as or more stringent than NJDEP's model SCO? If more stringent, explain the difference.

The ordinance contains additional standards for properties located with the Preservation Area as required by the NJ Highlands Council.

3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).

Review is completed by the Township Engineer/Land Use Board Engineer in accordance with the SCO, 7:8 and RSIS.

4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.

Yes. Records located within LU Board Engineer's technical review reports and LU Board approval resolutions.

5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.

SCO adopted on March 9, 2021. No revisions.

6.	Indicate the dates of each iteration of the township's Municipal Stormwater
	Management Plan, starting with the initial adoption and including revisions.

SWMP adopted on January 5, 2022. No revisions.

#### Form 5 – Ordinances

Part IV.F.1.

Ordinance	Date Adopted	Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.	Entity Responsible for Enforcement	Fees & Fines
1. Pet Waste	December 13, 2005	Yes.	Code Enforcement	\$
2. Wildlife Feeding	December 13, 2005	Yes.	Code Enforcement	\$
3. Litter Control	December 13, 2005	Yes.	Code Enforcement	\$
4. Improper Disposal of Waste	December 13, 2005	Yes.	Code Enforcement	\$
5. Yard Waste	December 13, 2005	Yes.	Code Enforcement	\$
6. Private Storm Drain Inlet Retrofitting	June 14, 2011	Yes.	Code Enforcement	\$
7. Illicit Connections	December 13, 2005	Yes.	Code Enforcement	\$
8. Privately- Owned Salt Storage	September 10,2024	Yes.	Code Enforcement	\$
9. Tree Removal- Replacement	September 10,2024	Yes.	Code Enforcement	\$

List any additional stormwater-related ordinances the municipality has adopted that address issues beyond the scope of the MS4 permit. Include adoption date, entity responsible for enforcement, and related fees and fines.

Refuse Container/Dumpster Ordinance – adopted June 14, 2011 – Code Enforcement

Indicate the location of records associated with ordinances and related violations and enforcement actions below.

Records are located in the Clerk's office.

# Form 6 – Street Sweeping

Part IV.F.2.a.i. and ii.

1	•	<ul> <li>Provide a written description and/or attach a map outlining the sweeping schedule for the following:</li> <li>Segments of municipal roads with storm drain inlets that discharge to surface water (required at least 3 times each year)</li> <li>Segments of municipal roads that do not have storm drain inlets but do discharge to surface water (required at least 1 times each year)</li> </ul>
		Note: Only asphalt and concrete roads need to be swept. Roads that do not have storm drain inlets and do not discharge to surface water do <u>not</u> need to be swept.
		See attached street sweeping map.
2	•	Indicate if sweeping work is outsourced and if so, describe the arrangement.
		The DPW intends to either outsource the sweeping or rent the equipment for use by the DPW.

#### Form 7 – MS4 Infrastructure

Part IV.F.2-4. and Part IV.G.2-3.

#### 1. Municipal Storm Drain Inlets

- a. Describe how you ensure that municipal inlets without permanent wording cast into the design have been properly labelled.
- b. Describe how you ensure that municipal and private storm drain inlets have been retrofitted.
- c. Describe how you ensure that newly installed storm drain inlets include corresponding catch basins or other BMPs to collect solids.
- d. Describe when and how you conduct inspections of storm drain inlets and the criteria used to determine when they need to be cleaned.
  - a. "Discharges to Waterway" labels have been installed on all inlets. The DPW checks the labels annually and replaces them when necessary.
  - b. The Township is in the process of preparing a stormwater infrastructure map which will identify all inlets. A schedule will be prepared to retrofit all inlets for solids collection by December 1, 2028.
  - c. All newly installed inlets shall be equipped with grates and curb openings that comply with the Appendix B standards for collection of solids. New Catch basins will be constructed with a sump to collect solids.
  - d. The DPW inspects all Township owned inlet grates on an annual basis and any debris is removed.

#### 2. Municipal Catch Basins

- a. Describe when and how you conduct inspections of catch basins.
- b. Describe the criteria used to determine when catch basins need to be cleaned.
  - a. The DPW inspects all Township owned inlet boxes (catch basins) over a 5-year period with a minimum of 20% of the catch basins inspected annually.
  - b. Catch basins are cleaned when there is debris within the basin or sediment deposits which extend above the invert of the discharge pipe.

#### 3. Municipal Conveyance System

Describe when and how inspections of MS4 conveyance systems are conducted, and the criteria used to determine when they need to be cleaned. Include a description of the equipment and techniques used.

The DPW inspects conveyance systems, mainly ditches and swales, during their annual inspection of inlet grates. These facilities will be scheduled for cleaning if there is trash or debris restricting flows. Conveyance systems which are downstream of areas exhibiting flooding and which include pipes are inspected with a sewer camera. Maintenance is scheduled if required.

#### 4. Municipal Outfall Inspections – Stream Scouring

Describe the program in place to detect, investigate, and control localized steam scouring from stormwater outfalls. Include a description of the equipment and techniques used.

The DPW inspects all Township owned stormwater outfalls for scour over a 5-year period with a minimum of 20% of the outfalls inspected annually. The inspections are to identify scouring of the stream bank or stream bottom caused by the outfall. The source or cause of the scour shall be determined and corrected, and the scour shall be scheduled for repair. All repairs will be completed within 12 months of identification. Repairs shall conform with the Standards for Soil Erosion and Sediment Control in New Jersey and the NJDEP Flood Hazard Area Control Act Rules.

5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination
Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfalls. Include a description of the equipment and techniques used.
Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form from the Department's main stormwater webpage.

The DPW inspects all outfalls for illicit discharges during its inspections for scour. Any identified illicit connections will be reported, and measures taken to identify the source of the connections and eliminate it. All repairs will be completed within 12 months of identification.

#### 6. Other Municipal Infrastructure

List the types of MS4 infrastructure in your town that require inspection but are not noted above in items 1-5. Describe when and how you conduct inspections of this infrastructure and the criteria used to determine when they need to be maintained and/or cleaned.

The Township owns or is responsible for the operation of four (4) stormwater detention basins. The DPW inspects these facilities at least 4 times per year and after significant rainfall events. An inventory of the basins is kept along with logs of inspection and maintenance activities. Inspection and maintenance is conducted in accordance with the approved Operations and Maintenance Plan, if one exists, otherwise the NJDEP Field Manual for detention basins is used. Maintenance activities include the removal of sediment, trash and debris, mowing, pruning of vegetation, restoration of any eroded areas, elimination of any mosquito breeding areas and repair or replacement of any damaged structural components.

#### 7. Stormwater Facilities Not Owned or Operated by the Municipality

Describe your program for ensuring adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality. This should include your plan for ensuring annual inspections are being done on these private properties and describe how you record the locations and logs associated with private infrastructure.

There are five (5) privately owned detention basins within the Township. The Township sends a letter to the owners annually to ensure that they are being operated and maintained in accordance with the Operations and Maintenance Plans approved by the Township. A log of the inspections is requested, and the owner is notified in writing if maintenance or repairs are required. If maintenance is not performed the Township may perform the work and bill the owner.

## 8. Infrastructure Records

Indicate the location of records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.

Inventory logs of stormwater facilities and logs documenting inspections, cleaning and repairs are kept by the DPW Director.

# Form 8 – Community-wide Measures *Part IV.F.2.*

## 1. Herbicide Application Management

Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.

The DPW does not apply herbicides. Unwanted vegetation is controlled by mowing.

#### 2. Excess Deicing Material Management

Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.

The DPW removes any significant accumulation of salt on the roads within 72-hours of a storm event. The material is collected by hand with shovels, placed in a container and returned to the Township's salt storage building.

#### 3. Roadside Vegetative Waste

Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).

Wood waste (branches) are collected at the DPW yard and mulched for use on municipal property. Grass clippings are not collected.

#### 4. Roadside Erosion Control

Describe your program to detect and repair erosion along municipal roadways.

The DPW checks for erosion along the roadways during its travels and during its annual inspection of inlet grates. Maintenance is scheduled as required. All repairs will be completed within 90 days of discovery. Stabilization is conducted in accordance with the Standards for Erosion and Sediment Control in New Jersey.

# Form 9 – Municipal Maintenance Yards & Other Ancillary Operations Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates:

#### 1. Site Name and Address

Independence Township DPW 286-B Route 46, P.O. Box 164 Great Meadows, NJ. 07838

#### 2. Monthly Site Inspections

Describe the nature of inspections conducted at this site and the location of inspection logs.

Site inspection of the maintenance yard is conducted in the course of daily operations to ensure that any materials or machinery stored outdoors have a minimal exposure to stormwater and are situated on impervious surfaces and covered. Any bulk liquid storage is checked to make sure that it is protected by secondary containment and refuse containers are checked to make sure they are covered. Confirmation is made that a spill kit is available in the event of some type of spillage. Inspection logs are kept by the DPW Director.

#### 3. Inventory List

List all materials and machinery that are potentially exposed to stormwater.

Materials	Machinery/Equipment
Rip rap	
D.G.A stone	All equipment is stored inside except a Case
Asphalt millings	And John Deere tractor
Playground Mulch	
Road Salt (Sodium Chloride)	
Gasoline	
Diesel Fuel	
_	

#### 4. Discharge of Stormwater from Secondary Containment

Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.

Feuling tanks are double walled tanks.

#### 5. Fueling Operations

Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.

Fueling is conducted on-site. Fuel nozzles are equipped with automatic shutoff valves to prevent overfilling. Drip pans are used during bulk fuel transfers. The following signs are posted: (1) Topping off of vehicles, mobile fuel tanks or storage tanks is prohibited, (2) Stay in view of fuel nozzle during dispensing, and (3) Contact information for the person

responsible for spill response. A spill kit with absorbent spill clean-up materials is available in the event of a spill. Spills are cleaned with a dry, absorbent material (i.e., kitty litter, sawdust, etc.) and swept and the material is properly disposed of.

#### 6. Vehicle/Equipment Maintenance and Repair

Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.

Vehicle maintenance is conducted indoors with drip pans available to collect contaminants.

#### 7. Wash Wastewater Containment

Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.

The Township does not wash vehicles on this site. Washing is conducted at the Warren County DPW garage in Belvidere.

#### 8. Salt and Other Granular De-icing Materials

Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

De-icing material is stored within an enclosed building on the site with an impervious floor. No de-icing materials or sand is stored outside. Care is taken to minimize the spillage of materials during loading and unloading. Any spills are immediately cleaned with the material being placed on the truck or within the building. The loading/unloading area is swept as necessary to prevent contamination from stormwater runoff or tracking onto the street.

#### 9. Aggregate Material, Wood Chips, and Finished Leaf Compost

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Some wood chips are stored on site. Aggregates and leaf compost are not stored on site.

#### 10. Cold Patch Asphalt

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Cold patch asphalt is not stored on site. Material is purchased in small quantities when needed.

#### 11. Street Sweepings and Storm Sewer Cleanout Materials

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Street sweepings and storm sewer debris are not stored on site. Materials are loaded onto a dump truck and disposed of at the Warren County Landfill.

#### 12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Construction and demolition waste is not stored on site. Any wood waste is chipped and used as mulch. Yard trimmings are not stored on site. They are hauled by dump truck to a private recycling facility.

#### 13. Scrap Tires

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Scrap tires are not stored on site. If any are received, they are disposed of at the Warren County Landfill.

#### 14. Inoperable Vehicles and Equipment

Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.

Any inoperable vehicles and equipment are stored on a gravel area for not more than 1 year for auction.

## Form 10 – Training

Part IV.F.6-10.

## **Stormwater Program Coordinators**

Describe the training provided for the municipal Stormwater Program Coordinator.

The SPC (Township Engineer) attends all NJDEP required training as provided during every permit cycle. Training includes the responsibilities of the SPC, understanding of MS4 permit conditions, required annual reporting and required submissions and documentation.

Topic	Municipal Employees  Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
	Describe the training provided for municipal staff.
SPPP	The Township Engineer conducts ongoing training of staff including the Clerk and DPW Director whose duties support the stormwater program. Training includes applicable specific requirements of the SPPP including record keeping.
Construction Site Stormwater Runoff	Construction inspectors are trained by the Township Engineer to understand and administer Soil Erosion and Sediment Control Plans for developments exceeding 5,000 square feet of disturbance as approved by the Soil Conservation District.
Post-Construction Stormwater Management in New and Redevelopment	Staff responsible for review of post-construction SWM plans are trained by the Township Engineer. Training includes the definition of major development, when SWM plans are required, understanding of the SWM Rules at NJAC 7:8, the Township's SCO, the NJDEP BMP Manual & guidance documents, and recording keeping requirements.
Community-wide Ordinances	Staff including the Clerk, Police, and Zoning Officer receive updates on the need to enforce community wide ordinances regulating Pet Waste, Wildlife Feeding, Litter Control, Improper Disposal of Waste, Yard Waste, Illicit Connections, and Refuse Containers.
Community-wide Measures	The Township DPW has implemented and receives training on the following SWM measures: Street sweeping, inlet labeling noting that inlets discharge to waterways, retrofitting of existing inlets to trap solids, management of excess deicing materials, vegetative waste management, and roadside erosion controls.
Stormwater Facilities Maintenance	The DPW is trained on the MS4 requirements to inspect, clean, maintain and repair inlets, catch basins, pipe systems, and BMP's (primarily detention basins) owned by the Township and to keep a log of the inspection and maintenance activities. Inspection frequencies are per the MS4 permit. Inspections of privately owned BMP's are conducted annually to ensure that private owners are maintaining their facilities. Owners are notified if the facilities are not being properly maintained.

Municipal Maintenance Yards and Other Ancillary Operations	The DPW staff responsible for compliance with SWM requirements at the maintenance yard receive annual training to understand MS4 Permit requirements, best management practices (BMP's), safety equipment & procedures, and record keeping.
MS4 Mapping	The Township Engineer has reviewed and understands the MS4 Permit requirements for infrastructure mapping and has scheduled the production of an electronic map which meets the completion deadline in the permit.
Outfall Stream Scouring	The DPW staff is trained to inspect outfalls for potential scour at least once every five (5) years. If scour is identified a plan is prepared and implemented for repairs. Repairs shall be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey.
Illicit Discharge Detection and Elimination	The DPW staff is trained to inspect outfalls for potential illicit connections to the storm drainage system at least once every five (5) years during their inspections for scour. If a potential illicit connection is suspected the source of the discharge shall be investigated and corrected as necessary.

#### **Stormwater Management Design Reviewers**

Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.

The individuals identified within this plan who are responsible for review of SWM plans have completed the mandatory training required by NJDEP and described within the MS4 Permit. The training course covers the Township's stormwater control ordinance (SCO) and NJDEP rule requirements, calculation methodologies, and how to review a major development. The training must be completed at least once every five (5) years.

#### **Municipal Board and Governing Body Members**

Describe the training provided for members of the planning/zoning board and municipal council.

Land Use Board and Committee members must complete the "Asking the Right Questions in Stormwater Review Training Tool" posted at <a href="https://www.njstormwater.org/training.htm">www.njstormwater.org/training.htm</a>. This training must be completed by current Land Use Board and Committee members and once per term of service thereafter. In addition, Land Use Board and Committee members must review at least one of the other training tools offered under Post-Construction Stormwater Management found at the website above.

## **Training Records**

Indicate the location of training records for the above required training.

Logs of training records including the type of training, date of training and attendees are kept either in the Clerk's office or in the DPW Director's office where the training involves DPW staff.

# Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.			
www.greenwichtownship.org/stormwater-management/			
2. Indicate the total of each type of MS4 infrastructure listed below (d	ue 01 Jan 2026).		
a. MS4 outfalls	160		
b. MS4 ground water discharge points (basins or overland	0		
flow infiltration areas)			
c. MS4 interconnections	0		
d. MS4 storm drain inlets	385		
e. MS4 manholes	Undetermined		
f. Length of conveyance (channels, pipes, ditches, etc.)	Undetermined		
g. MS4 pump stations	0		
h. MS4 stormwater facilities (any that are not listed above)	9		
i. Maintenance yard(s) and other ancillary operations	1		
2. Describe how the municipality's outfall/infrastructure man is reviewed and undeted to			

3. Describe how the municipality's outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).

The Township Engineer at the end of each year will prepare a list of private developments and municipal projects which have been constructed during the year. The final development plans or as-built plans for those projects will be collected and all new stormwater infrastructure will be added to the MS4 Infrastructure Map.

4. Describe how the municipality will create and update its MS4 Infrastructure Map.

The current 2022 MS4 Infrastructure Map will be updated by the Township Engineer to add the new information required by the 2023 MS4 Permit by reviewing development plans and roadway improvement plans which exist within the files of the Township and adding that information to the map. Field surveys will be performed by the Township Engineer's survey staff to locate infrastructure which is not available within the existing mapping.

# Form 12 – Watershed Improvement Plan *Part IV.H.*

1. Describe how your municipality is developing its Watershed Improvement Plan.

The Township Engineer is in the process of preparing the Watershed Inventory Report. The Township's existing outfall map will be updated to include the new information required for the Watershed Inventory Report.

2. Describe any regional projects or collaboration efforts with other municipalities.

The Township is not aware of any regional SWM projects, and the Township does not anticipate any collaboration with adjoining municipalities.

3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.

Records of any public information sessions and other meetings regarding the Watershed Improvement Plan will be filed in the Township Clerk's office.