

Stormwater Pollution Prevention Plan

BOROUGH OF STRATFORD

CAMDEN COUNTY

NJPDES#NJG0152960

approved May 14, 2019 Resolution 2019:128

RESOLUTION 2019:128
AUTHORIZING THE ADOPTION OF THE UPDATED STORMWATER POLLUTION
PREVENTION PLAN

WHEREAS, in 2005, the Borough of Stratford created a Municipal Stormwater Pollution Prevention Plan as required by the New Jersey Pollutant Discharge Elimination Authorization to Discharge (NJPDES) #NJG0152960 (Category R9- Tier A Municipal Stormwater General Permit) issued under the authority of Stormwater NJPDES Master General Permit #NJ0141852 (Tier A Permit); and

WHEREAS, the 2017 Tier A Permit requires the annual updating of the Municipal Stormwater Pollution Prevention Plan, and the Plan has been updated to meet the current content and format requirements; and

WHEREAS, the updated Plan will be posted and available for public inquiry and review on the Stormwater Information page of the Borough website;

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Stratford that the 2019 update of the Municipal Stormwater Pollution Prevention Plan is approved.

BY: Josh Keenan
JOSH KEENAN, MAYOR

ATTEST:

M. Bosler
MICHAELA BOSLER,
ACTING BOROUGH CLERK

I, Michaela Bosler, Acting Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on May 14, 2019.

M. Bosler
MICHAELA BOSLER,
ACTING BOROUGH CLERK

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- Form 11 – Employee Training (permit cite IV B 5 d, e, f)
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- Form 13 – Stormwater Facilities Maintenance (permit cite IV C 1)
- Form 14 – Total Maximum Daily Load Information (permit cite IV C 2)
- Form 15 – Optional Measures (permit cite IV E 1 and IV E 2)

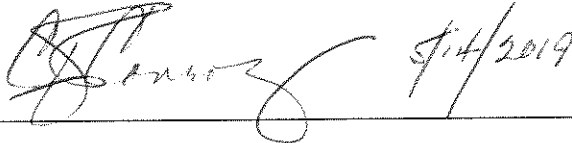
Please also reference Attachments A, B, C, D, and E of the 2017 Tier A Municipal Stormwater Discharge General Permit at:

https://www.nj.gov/dep/dwq/pdf/tier_a_Full_Permit_No_ReponseToComments.pdf

BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/5-3-2019

Municipality Name / County / NJPDES # / Date

SPPP Form 1 – SPPP Team Members

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	CHRIS CONROY, UTILITY CLERK
Office Phone # and eMail	856-783-0600, CHRISCONROY@STRATFORDNJ.ORG
Signature/Date	 5/14/2019
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	BACH ASSOCIATES; STEVEN BACH, BOROUGH AND JOINT LAND USE ENGINEER
Print/Type Name and Title	BACH ASSOCIATES; CRAIG REILLY, BOROUGH ENGINEER
Print/Type Name and Title	BACH ASSOCIATES; ANTHONY DIROSA, JOINT LAND USE ENGINEER
Print/Type Name and Title	
Print/Type Name and Title	
Other SPPP Team Members	
Print/Type Name and Title	ANTHONY BAXTER, PUBLIC WORKS SUPERVISOR
Print/Type Name and Title	BA TANG, SEWER DEPARTMENT SUPERVISOR AND LICENSED TECHNICIAN
Print/Type Name and Title	TBD, CODE ENFORCEMENT OFFICER
Print/Type Name and Title	
Print/Type Name and Title	

BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/4-13-2019

SPPP Form 2 – Revision History

Please record changes to the signature page and updates to the approach taken to comply with the permit, e.g., new street sweeping frequency, change to shared services, etc.

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.	4-13-19	CFC	1	UPDATE TO 2019 NAMES OF TEAM MEMBERS
2.	4-13-19	CFC	3 (fka 2)	UPDT TO SPECIFICS OF LEGAL NTC PUBLICATION
3.	4-13-19	CFC	4, 5(fka 3), 6(fka 10), 7(fka 12), 8(fka 5)	MEET CURRENT REQUIREMENTS FOR SPPP
4.	4-13-19	CFC	9(fka 11)	MEET CURRENT REQUIREMENTS FOR SPPP
5.	4-14-19 5-3-19	CFC	11(fka 17)	MEET CURRENT REQUIREMENTS FOR SPPP
6.	4-14-19	CFC	12(fka 6,7,8,14)	MEET CURRENT REQUIREMENTS FOR SPPP
7.	4-14-19	CFC	13	MEET CURRENT REQUIREMENTS FOR SPPP
8.	4-14-19	CFC	15	MEET CURRENT REQUIREMENTS FOR SPPP
9.	5-3-2019	CFC	14	MEET CURRENT REQUIREMENTS FOR SPPP
10.	5-3-2019	CFC	10 (fka 15 & 16)	MEET CURRENT REQUIREMENTS FOR SPPP
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				

BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/5-3-2019

Municipality Name / County / NJPDES # / Date

SPPP Form 3 – Public Involvement and Participation Including Public Notice

All records must be available upon request by NJDEP.

1. Website URL where the Stormwater Pollution Prevention Plan (SPPP) is posted online:	http://www.stratfordnj.org/stormwater-information.html
2. Date of most current SPPP:	ORIGINAL WITH FINAL REVISIONS 4-18-2005 UPDATED 7-30-2013 UPDATED 4-13-2019
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	http://www.stratfordnj.org/stormwater-information.html
4. Date of most current MSWMP:	ADOPTED 4-12-2005; ORIGINAL WITH FINAL REVISION 4-18-2005; REVIEW IN CONJUNCTION WITH MASTER PLAN REVIEW BY CAMDEN COUNTY 5-2016
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	http://www.stratfordnj.org/council-meetings.html Stratford Borough Hall 307 Union Ave., Stratford NJ 08084
6. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program:	<p>For meetings where public notice is required under the Open Public Meetings Act (“Sunshine Law,” N.J.S.A. 10:4-6 et seq.), Stratford Borough provides public notice in a manner that complies with the requirements of that Act. Also, in regard to the passage of ordinances, Stratford Borough provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-1 et seq. In addition, for municipal actions (e.g., adoption of the municipal stormwater management plan) subject to public notice requirements in the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), Stratford Borough complies with those requirements.</p> <p>Specific publication information as of 1-1-2019: The Borough of Stratford posts notices of meeting time and place, agendas, and ordinances to be considered on the bulletin board of the Borough Hall at 307 Union Ave., Stratford, NJ 08084.</p> <p>Per resolution 2019:18 publication for legal notices will take place in the Courier Post of Cherry Hill, NJ and The Retrospect of Collingswood, NJ.</p> <p>The Borough of Stratford disburses notices over an eBlast email system to which residents may subscribe.</p> <p style="text-align: center;">BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/4-13-2019</p>

Municipality Name / County / NJPDES # / Date

SPPP Form 4 – Public Education and Outreach

All records must be available upon request by NJDEP.

1. Describe how public education and outreach events are advertised. Include specific websites and/or physical locations where materials are available.

Public education is advertised by postings and handouts at the Borough Hall, 307 Union Ave., Stratford, on the Borough website via a homepage banner and the stormwater information webpage, in the online Stratford Times, by eNews on the Stratford Borough webpage, and by mailed flyer, either targeted or general to borough residents; outreach events are advertised by eBlast email system to residents who are subscribers, through the online Stratford Times, through eNews, through the annual Borough calendar (hand delivered to residents annually, and available on request at the Borough Hall, 307 Union Ave., Stratford), and by mailed flyer either targeted or general to borough residents.

<http://www.stratfordnj.org/stormwater-information.html>

<http://www.stratfordnj.org/borough-announcements.html>

<http://www.stratfordnj.org/pdf/stratford-times.pdf>

<http://www.stratfordnj.org/index.html#calendar>

2. Describe how businesses and the general public within the municipality are educated about the hazards associated with illicit connections and improper disposal of waste.

The Stratford Borough website now includes a tab to stormwater information which includes information about actions residents can take or avoid when disposing of waste to promote preservation of clean water, the reason for prohibition of illicit connections to the stormwater drain system, our stormwater management and pollution prevention plans, our outfall map, our storm water control ordinance and ordinances to control and enforce the preservation of clean water and the integrity of the storm water drain system including the prohibition of illicit connections, and a link to the NJDEP website for ease in obtaining additional information. In addition the Borough distributes pet waste disposal information to pet owners (by hand when obtaining a new or renewed license, or by mail to the population of registered pet owners), and distributes handouts such as the www.cleanwater.nj.org "Solutions to Storm Water Pollution" flyer at the reception window of the Borough Hall and at suitable public events as well as by mass mailing to the entire Borough when the opportunity presents via mailed bills, etc. The Borough has a student prepared poster on display at the Borough Hall, 307 Union Ave., Stratford. The local schools (Parkview and Samuel S. Yellin public schools and JohnPaul II regional diocesan Catholic school) have in years up to and including 2018 had scheduled assembly presentations paid for with grant funds received by the Borough, and will be encouraged to do so again.

The Borough is aware of the 12-point education and outreach requirement and the Stormwater Program Coordinator will be promoting or organizing additional means of meeting that requirement.

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

Records are maintained at the Borough Hall, 307 Union Ave., Stratford, by the Stormwater Program Coordinator.

BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/4-13-2019

Municipality Name / County / NJPDES # / Date

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

All records must be available upon request by NJDEP.

1. How does the municipality define 'major development'?

"Major Development" means any "development" that provides for ultimately disturbing one (1) 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.

2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how? *historically,*

Differences in approach are determined by size (major vs minor) rather than residential vs non residential. In addition, residential development stormwater drain systems are maintained by the Borough and non-residential are maintained by the private owner. Please see our Municipal Stormwater Management Plan adopted April 12, 2005, sent to Camden County for approval May 2, 2005, our Stormwater Control Ordinance 2006:09 adopted May 9, 2006, sent to Camden County for review April 1, 2007, <http://www.stratfordnj.org/stormwater-information.html>, and our 2006 Master Plan and 2016 Camden County re-examination of our Master Plan available at the Stratford Borough Hall, 307 Union Ave., Stratford NJ 08084.

In addition, please see chapters 16.28, 16.30, 16.36 and 16.40 of the code of the Borough of Stratford accessible through the Borough website www.stratfordnj.org under the Borough Information tab or at https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances

3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?

The Joint Land Use Board Engineer (listed in the SPPP Team Members) reviews major development project applications for compliance with the SCO in accordance with the review procedures of the Joint Land Use Board. The Borough Engineer (listed in the SPPP Team Members) oversees municipal projects during construction and ensures their compliance with the SCO.

Please see chapters 16.28, 16.30, 16.36 and 16.40 of the code of the Borough of Stratford, available through our website www.stratfordnj.org under the Borough Information tab or at https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances

Please see our Municipal Stormwater Management Plan adopted April 12, 2005, sent to Camden County for approval May 2, 2005, our Stormwater Control Ordinance 2006:09 adopted May 9, 2006, sent to Camden County for review April 1, 2007, <http://www.stratfordnj.org/stormwater-information.html>, and our 2006 Master Plan and 2016 Camden County re-examination of our Master Plan available at the Stratford Borough Hall, 307 Union Ave., Stratford NJ 08084.

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

All records must be available upon request by NJDEP.

<p>4. Describe the process for reviewing major development project applications for compliance with the Stormwater Control Ordinance (SCO) and Residential Site Improvement Standards (RSIS). Attach a flow chart if available.</p>	<p>The Joint Land Use Board Engineer (listed in the SPPP Team Members) reviews major development project applications for compliance with the SCO and RSIS in accordance with the review procedures of the Joint Land Use Board.</p> <p>Please see chapters 16.28, 16.30, 16.36 and 16.40 of the code of the Borough of Stratford, available through our website www.stratfordnj.org under the Borough Information tab or at https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances</p> <p>Also, please see our Municipal Stormwater Management Plan adopted April 12, 2005, sent to Camden County for approval May 2, 2005, our Stormwater Control Ordinance 2006:09 adopted May 9, 2006, sent to Camden County for review April 1, 2007, http://www.stratfordnj.org/stormwater-information.html , and our 2006 Master Plan and 2016 Camden County re-examination of our Master Plan available at the Stratford Borough Hall, 307 Union Ave., Stratford NJ 08084.</p>
<p>5. Does the Municipal Stormwater Management Plan include a mitigation plan?</p>	<p>Yes, please see pages 18 and 19 of the adopted Borough of Stratford Stormwater Management Plan http://www.stratfordnj.org/stormwater-information.html</p>
<p>6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?</p>	<p>The Stratford Borough Hall, 307 Union Ave., Stratford NJ 08084</p>
	<p>BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/4-13-2019</p>

SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

Ordinance permit cite IV.B.1.b.iii	Date of Adoption	Website URL	Was the DEP model ordinance adopted without change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i Ch 6.04, ord. 2005:04	4-12-2005	http://www.stratfordnj.org/stormwater-information.html https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances	Unknown	Borough Clerk, Code enforcement officer, Police
2. Wildlife Feeding permit cite IV.B5.a.ii Ch 6.05, ord. 2005:07	4-12-2005	http://www.stratfordnj.org/stormwater-information.html https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances	No, Feral cats not excluded	Borough Clerk, Code enforcement officer, Police
3. Litter Control permit cite IV.B5.a.iii Ch 8.28, ord. 2005:05	4-12-2005	http://www.stratfordnj.org/stormwater-information.html https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances	Unknown	Borough Clerk, Code enforcement officer, Police
4. Improper Disposal of Waste permit cite IV.B.5.a.iv Ch 8.41, ord. 2005:06	4-12-2005	http://www.stratfordnj.org/stormwater-information.html https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances	yes	Borough Clerk, Code enforcement officer, Police
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v Ch 8.42, ord. 2005:08	4-12-2005	http://www.stratfordnj.org/stormwater-information.html https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances	yes	Borough Clerk, Code enforcement officer, Police
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi Ch 16:30, ord. 2010:12	9-14-2010	http://www.stratfordnj.org/stormwater-information.html https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances	yes	Borough Clerk, Code enforcement officer, Police
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii Ch 16:30, ord. 2006:09	5-9-2006	http://www.stratfordnj.org/stormwater-information.html https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances	Unknown	Borough Clerk, Code enforcement officer, Police
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d Ch 8.45, ord. 2005:09	4-12-2005	http://www.stratfordnj.org/stormwater-information.html https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances	yes	Borough Clerk, Code enforcement officer, Police
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2 Ord 2010:11	9-14-2010	http://www.stratfordnj.org/stormwater-information.html https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances	yes	Borough Clerk, Code enforcement officer, Police
BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/4-13-2019				

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SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

Indicate the location of records associated with ordinances and related enforcement actions: Borough ordinances can be found at www.stratfordnj.org under the Borough Information tab "Code" or at https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances as well as at the Borough Hall, 307 Union Ave., Stratford NJ 08084. Enforcement records can be found at the Borough Hall or at the Stratford Justice Center, 315 Union Ave., Stratford, NJ 08084

BOROUGH OF STRATFORD/CAMDEN/NJDEC#NJG0152960/4-13-2019

SPPP Form 7 – Street Sweeping

All records must be available upon request by NJDEP.

1. Provide a written description or attach a map indicating which streets are swept as required by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.
The Borough of Stratford has no streets which are required to be swept by the Borough; the Borough does not do street sweeping.
2. Provide a written description or attach a map indicating which streets are swept that are NOT required to be swept by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.
n/a
3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.
No
4. Indicate the location of records, including sweeping dates, areas swept, number of miles swept and total amount of wet tons collected each month. Note which records correspond to sweeping activities beyond what is required by the NJPDES permit, i.e., sweepings of streets within the municipality that are not required by permit to be swept or sweepings of streets outside of the municipality.
n/a

BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/4-13-2019

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.

Storm drain inlets are checked and cleared a minimum of once per month year round. Between January and October they are checked more often, including before and after storms. In November and December they are vacuumed during leaf collection.

Catch basins in known problem areas (Chestnut Ave.) are inspected at least once per year for the need for clearing. We will be instituting an additional inspection and, if needed, clearing of basins throughout our system this year.

Maintenance of the structure of the storm drain system is performed as needed if found to be required during inspection and cleaning.

2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.

Chestnut and Hazel Avenues (catch basins), Atlantic Avenue, Wykagyl Rd. (inlets)

3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.

These areas are checked more frequently, especially before and after storms.

4. Describe the inspection schedule and maintenance plan for storm drain inlet labels on storm drains that do not have permanent wording cast into the design.

Municipality owned storm drain inlets are checked annually to ensure proper labeling. The Borough has also begun to check privately owned inlets and will also be checking those annually.

5. Indicate the location of records of catch basin and storm drain inlet inspections and the wet tons of materials collected during catch basin and storm drain inlet cleanings.

Records are located at Stratford Borough Hall, 307 Union Ave., Stratford NJ 08084, and at the Public Works yard office, end of Longwood Dr., Stratford

BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/4-13-2019

SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.

The Borough Engineer, as part of project planning, management and inspection, ensures that the inlets in areas where road restoration and paving are taking place in the Borough, the current requirements for the design of storm drain inlets are met.

2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.

The Borough Engineer ensures that the current requirements are met as part of the construction oversight and inspection process.

3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.

The Borough will be instituting a procedure of notifying the owners of private storm drain inlets of the regulations requiring retrofitting and the current design requirements in writing annually.

4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.

The Borough will be inspecting privately owned storm drain inlets in future and will check for evidence of new paving when considering the appearance of the storm drain inlet.

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SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

Complete separate forms for each municipal yard or ancillary operation location.

Address of municipal yard or ancillary operation:

End of Longwood Dr., Stratford, NJ 08084

List all materials and machinery located at this location that are exposed to stormwater which could be a source of pollutant in a stormwater discharge:

Raw materials – n/a

Intermediate products – n/a

Final products – metal collected for recycling biweekly is retained for short periods until removed by a metal scrap collector/dealer

Waste materials – green waste and wood chips collected by the Borough are contained in walled retention areas for short periods of time until sufficient volume is collected to fill a 30 yard dumpster; the green waste or chips are then transferred to the dumpster for removal and recycling

By-products – n/a

Machinery –personal vehicles of employees

Fuel – diesel tank

Lubricants – n/a

Solvents – n/a

BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/5-3-2019

Municipality Name / County / NJPDES # / Date

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

Detergents related to municipal maintenance yard or ancillary operations – n/a

Other – none

For each category below, describe the best management practices in place to ensure compliance with all requirements in permit Attachment E. If the activity in the category is not applicable for this location, indicate where it occurs.

Indicate the location of inspection logs and tracking forms associated with this municipal yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.

1. Fueling Operations

SOPs for maintaining and inspecting fueling operations procedures and equipment include the following:

The diesel tank is constructed in a manner to prevent leaking or dripping during bulk fuel transfer and is placed within a permanent containment box to prevent dripping onto pavement or potential flow of spilled fuel during bulk transfer or during vehicle fueling. Safe operation of fueling equipment instructions are posted adjacent to the diesel tank. Fueling equipment is inspected informally whenever Public Works vehicles are fueled, and formally during the Public Works yard inspections

If upon routine inspection the equipment and peripherals are found to be leaking, immediate repair or replacement will be made.

Records of inspections are maintained by the Public Works supervisor at the yard and by SPC at the Borough Hall.

BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/5-3-2019

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

2. Vehicle Maintenance
Vehicles are routinely maintained for effective and safe performance, including to prevent the release of contaminants. Vehicle and machine maintenance and repairs performed at the Public Works yard are performed indoors in solid floored garages. Records of vehicle and machine maintenance and repair performed at the yard are maintained by the Public Works supervisor at the yard.
3. On-Site Equipment and Vehicle Washing <i>See permit attachment E for certification and log forms for Underground Storage Tanks.</i>
N/A, the Borough does not wash equipment or vehicles on site.
4. Discharge of Stormwater from Secondary Containment
N/A, the Borough does not have secondary containment of storm water
5. Salt and De-Icing Material Storage and Handling
<p>The Borough stores road salt in a permanent structure. Transfer of road salt into or out of storage is performed in a manner to minimize spillage and tracking of material outside of the storage area. Spilled material is promptly swept up and stored material is swept and contained to minimize potential spreading.</p> <p>The Borough has a plan to remove potential access of road salt to a nearby storm drain which will be accomplished during 2019. The drain inlet will be permanently closed and rubber bumpers will be placed at the entrance of the storage building to prevent ground water entering the building during heavy precipitation. The building gutter will also be adjusted to better handle roof runoff and help prevent having water enter the building during heavy precipitation.</p> <p>BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/5-3-2019</p>

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

6. Aggregate Material and Construction Debris Storage

The Borough stores sand in a permanent structure. Transfer of sand into or out of storage is performed in a manner to minimize spillage and tracking of material outside of the storage area. Spilled material is promptly swept up and stored material is swept and contained to minimize potential spreading.

The Borough has a plan to remove potential access of sand to a nearby storm drain which will be accomplished during 2019. The drain inlet will be permanently closed and rubber bumpers will be placed at the entrance of the storage building to prevent ground water entering the building during heavy precipitation. The building gutter will also be adjusted to better handle roof runoff and help prevent having water enter the building during heavy precipitation.

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

The Borough does not perform street sweeping.

Material removed during catch basin clean out is deposited in lidded dumpsters and disposed of via regular weekly trash pickup.

8. Yard Trimmings and Wood Waste Management Sites

Green waste and woodchips collected by the Borough are stored temporarily in walled bin areas awaiting transfer to 30-yard dumpsters and removal to a recycling center.

Woodchips are removed monthly at a minimum, and green waste is removed quarterly at a minimum.

BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/5-3-2019

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

9. Roadside Vegetation Management

N/A; the Borough does not apply herbicides along roadsides, at curb lines, or on steeply sloping ground, or to clear overgrowth. The Borough does not use herbicides for roadside vegetation management. The Borough may at times use herbicides to control weed growth in Borough flower gardens.

BOROUGH OF STRATFORD/CAMDEN/NJPDES#NJG0152960/5-3-2019

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

A. Municipal Employee Training: Stormwater Program Coordinator (SPC) must ensure appropriate staff receive training on topics in the chart below as required due to job duties assigned within three months of commencement of duties and again on the frequency below. Indicate the location of associated training sign in sheets, dates, and agendas or description for each topic.

Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	Public works supervisor
2. Stormwater Facility Maintenance	Every year	Public works supervisor and Sewer utility supervisor
3. SPPP Training & Recordkeeping	Every year	SPC office
4. Yard Waste Collection Program	Every 2 years	Public works supervisor
5. Street Sweeping	Every 2 years	n/a-no street sweeping done by Borough of Stratford
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Responsibility of Borough Engineer; for inspection/detection-SPC office
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Responsibility of Borough Engineer; for inspection/detection-SPC office
8. Waste Disposal Education	Every 2 years	Public works supervisor
9. Municipal Ordinances	Every 2 years	SPC office & Borough clerk office
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Responsibility of Borough Engineer

Training agendas or descriptions and records of training completed for those topics which are the responsibility of borough employees are maintained at the SPC office, Stratford Borough Hall, 307 Union Ave., Stratford NJ 08084

B. Municipal Board and Governing Body Members Training: Required for individuals who review and approve applications for development and redevelopment projects in the municipality. This includes members of the planning and zoning boards, town council, and anyone else who votes on such projects. Training is in the form of online videos, posted at www.nj.gov/dep/stormwater/training.htm.

Within 6 months of commencing duties, watch *Asking the Right Questions in Stormwater Review Training Tool*. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member.

(see following pg.)

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SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

The SPC will request each year, after the annual reorganization of the Borough Council and the Joint Land Use Board (JLUB) but no later than May 1, that the members of the Borough Council and the JLUB will watch the video “Asking the Right Questions in Stormwater Review Training Tool” available on the DEP website, or if the members have previously watched that particular video, one of the other videos on the DEP website under the category Post Construction Stormwater Management. The SPC will make the request directly to the members of the Borough Council, and to the JLUB administrator or secretary for the JLUB members. Members of the Council and JLUB will be asked to confirm by email that they have watched the video as requested.

C. Stormwater Management Design Reviewer Training: All design engineers, municipal engineers, and others who review the stormwater management design for development and redevelopment projects on behalf of the municipality must attend the first available class upon assignment as a reviewer and every five years thereafter. The course is a free, two-day training conducted by DEP staff. Training dates and locations are posted at www.nj.gov/dep/stormwater/training.htm. Indicate the location of the DEP certificate of completion for each reviewer.

Responsibility for this training lies with the Borough Engineer and records of completion will reside with that entity.

The Borough Engineer, Steven Bach, has provided the SPC a copy of the certificate received for design reviewer training received July 31-Aug 1, 2018.

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SPPP Form 12 – Outfall Pipes

All records must be available upon request by NJDEP.

1. **Mapping:** Attach an image or provide a link to the most current outfall pipe map. Maps shall be updated at the end of each calendar year.

Note that ALL maps must be electronic by 21 Dec 2020 via the DEP's designated electronic submission service. For details, see http://www.nj.gov/dep/dwq/msrp_map_aid.htm.

Please see our outfall pipe map at <http://www.stratfordnj.org/stormwater-information.html>

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

Outfall pipes shall be inspected at least once per year by the SPC and or the Public Works supervisor and/or the Sewer Utility supervisor to determine condition and whether there is a potential illicit connection. If the outfall pipe is found to require maintenance or if the possibility of an illicit connection has been discovered, inspection by the Borough Engineer will be requested.

In the case of perceived problems in the condition of the outfall, the Borough Engineer will be asked to assist in determining a plan of maintenance.

In the case of the positive determination of an illicit connection, the Borough Engineer will be asked to assist in the investigation of the connection and its elimination.

The location of records of inspection and findings is located in the office of the SPC, Stratford Borough Hall, 307 Union Ave., Stratford NJ 08084.

3. **Stream Scouring:** Describe the program in place to detect, investigate and control localized stream scouring from stormwater outfall pipes. Indicate the location of records related to cases of localized stream scouring. Such records must include the contributing source(s) of stormwater, recommended corrective action, and a prioritized list and schedule to remediate scouring cases.

Outfall pipe inspection as described above in section 2 includes observance of the stream area immediately adjacent to the outfall pipe for evidence of scouring. In the case of perceived scouring, the Borough Engineer will be asked to provide guidance on corrective action.

Records of inspection, findings, and corrective actions are located in the office of the SPC, Stratford Borough Hall, 307 Union Ave., Stratford NJ 08084.

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SPPP Form 12 – Outfall Pipes

All records must be available upon request by NJDEP.

4. **Illicit Discharges:** Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfall pipes. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form (www.nj.gov/dep/dwq/tier_a_forms.htm) and indicate the location of these forms and related illicit discharge records.

Note that Illicit Connection Inspection Report Forms shall be included in the SPPP and submitted to DEP with the annual report.

Outfall pipe inspection as described above in section 2 includes observance of the outfall pipe end and the stream area immediately adjacent to the outfall pipe for evidence of illicit connection. In the case of a perceived potential illicit connection, the Borough Engineer will be asked to provide assistance for detection of the source and corrective action to remove the illicit connection.

Records of inspection, findings, and corrective actions, and completed report forms are located in the office of the SPC, Stratford Borough Hall, 307 Union Ave., Stratford NJ 08084.

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SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

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

The Borough of Stratford program includes the following:

- to clear storm drain inlets at least once per month year-round (performed by the public works and sewer departments);
- to inspect the storm drain inlets for labeling at least annually (performed by the code enforcement officer or the public works and sewer departments) and add labeling as needed (performed by the sewer utility or public works departments);
- to inspect the storm drain inlets for condition at least annually (performed by the code enforcement officer, sewer and public works departments) and arrange repairs as necessary (through the SPC);
- to clean the catch basins of the storm drain system as needed based on observation during the above inspection and cleanings, and to clean known problem areas at least annually (performed by the public works and sewer departments);
- to inspect the outfall pipes at least annually for condition, potential scouring and illicit connections (performed by the SPC with the sewer or public works departments, and including the Borough Engineer when necessary); illicit connection inspection is to take place during extended dry periods; necessary repairs to be arranged through the SPC; if necessary, to resolve illicit connection situations, the support of the Borough of Stratford Police Department will be requested;
- to investigate incidents of ground level disturbances which may result from storm drain pipe problems and resolve any problems promptly.

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

The SPC will communicate the regulations to private owners of stormwater facilities in writing by May 31 each year. Private owners will also be informed that inspections of the facilities on their properties will be performed by the Borough (by the code enforcement officer or the SPC or the public works or sewer departments). Maintenance issues will be brought to the attention of owners and a response with resolution steps and schedule will be requested. Follow up inspection will occur; if appropriate actions do not take place to resolve issues, the ordinances will be enforced via citation issued by the Borough.

3. Indicate the location(s) of the Stormwater Facilities Inspection and Maintenance Logs listing the type of stormwater facilities inspected, location information, inspection dates, inspector name(s), findings, preventative and corrective maintenance performed.

Inspection and maintenance records are located at the office of the SPC, Stratford Borough Hall, 307 Union Ave., Stratford NJ 08084

Note that maintenance activities must be reported in the annual report and records must be available upon request. DEP maintenance log templates are available at http://www.nj.gov/dep/stormwater/maintenance_guidance.htm (select specific logs from choices listed in the Field Manuals section).

Additional Resources: The NJ Hydrologic Modeling Database contains information and maps of stormwater management basins. To view the database map, see <https://hydro.rutgers.edu>. To download data in an Excel format, see https://hydro.rutgers.edu/public_data/.

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SPPP Form 14 – Total Maximum Daily Load Information

All records must be available upon request by NJDEP.

1. Using the Total Maximum Daily Load (TMDL) reports provided on www.nj.gov/dep/dwq/msrp-tmdl-rh.htm, list adopted TMDLs for the municipality, parameters addressed, and the affected water bodies that impact the municipality's MS4 program.

Please see the TMDL information specific to the Borough of Stratford at the following link:
<https://www.nj.gov/dep/dwq/tmdl/0432.html>

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

At this time (spring 2019), we are only reviewing this information.

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SPPP Form 15 – Optional Measures

All records must be available upon request by NJDEP.

1. Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution.

n/a

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

Yes, ordinance 2010:11 adopted September 14, 2010, please see www.stratfordnj.org under the Borough Information tab “Code” or “Stormwater Information Center” or go to https://library.municode.com/nj/stratford_borough/codes/code_of_ordinances

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