Stormwater Pollution Prevention Plan

City of Absecon

Atlantic County

NJG0149926

April 7, 2019

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SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Lloyd Jones, Public Works Supervisor
Office Phone # and eMail	(609) 646-0664
Signature/Date	
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Edward D. Dennis Jr., PE, PP, CME
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Other SPPP Team Members	
Print/Type Name and Title	Jessica Thompson, City Administrator
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	

SPPP Form 2 – Revision History

All records must be available upon request by NJDEP.

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.				
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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.abseconnj.gov/
2. Date of most current SPPP:	Apr 7, 2019
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	http://www.abseconnj.gov/
4. Date of most current MSWMP:	Apr 19, 2007
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	http://www.abseconnj.gov/agendas-minutes.html

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:

For meetings where public notice is required under the Open Public Meetings Act ("Sunshine Law," N.J.S.A. 10:4-6 et. seq.), the City of Absecon provides public notice in a manner that complies with the requirements of that Act. Also, in regard to the passage of ordinances, the City of Absecon 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 storm water management plan) subject to public notice requirements in the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the City of Absecon complies with those requirements.

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.
Copies of the Stormwater Pollution Prevention Plan (SPPP), the adopted Municipal Stormwater Management Plan and Ordinance (MSMPO), and the community wide ordinances (pet waste, wildlife feeding, litter control, improper disposal of waste, yard waste program, illicit connections, and private storm drain inlet retrofitting) have been posted on the City's website for review by the public. Starting January 1, 2019, the City will also provide public notice for all stormwater education and outreach activities either on the municipality's website or through other similar means.
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.
See (1), above. i. Transmittal and pamphlet given to elected officials for training purposes ii. Municipal Building Display Poster iii. Pet Waste Handout iv. Promotional Bookmark Giveaways - can be found at City Hall v. Recreational Field Sign – Pet Waste can be found at Pitney Park West vi. Recreational Field Sign – Litter can be found at Pitney Park East vii. Website Link
3. Indicate where public education and outreach records are maintained.
Records are maintained at the Absecon City Municipal building.

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'?
As currently defined in the NJ Storm water Rule (NJAC 7:8): "Major development" means any "development" that provides for ultimately disturbing one or more acres of land or increasing impervious surface by one-quarter acre or more. 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. 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."
2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?
The City's stormwater control ordinance applies to nonresidential major developments and aspects of residential major developments that are not pre-empted by the Residential Site Improvement Standards.
3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?
All municipal projects are designed to comply with the applicable storm water design requirements of the NJ Storm water Rule (NJAC 7:8), including volume reduction, TSS reduction and recharge (as applicable).

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.	
All Major development applications are reviewed by the Planning or Zoning Board to ensure the proposed improvements conform with the NJ Storm water Rule. The Board Professionals are responsible for reviewing the applicable design standards and coordinating necessary revisions. For privately-maintained projects, storm water maintenance plans are developed by the applicants' design engineers.	
5. Does the Municipal Stormwater Management Plan include a mitigation plan?	Yes
6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?	Absecon City Municipal building.

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	09/15/05	https://ecode360.com/28639260	Yes	Police, Code Enforcement
2. Wildlife Feeding permit cite IV.B5.a.ii	09/15/05	https://ecode360.com/28639273	Yes	Police, Code Enforcement
3. Litter Control permit cite IV.B5.a.iii	09/15/05	https://ecode360.com/28639249	Yes	Police, Code Enforcement
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	09/15/05	https://ecode360.com/28639227	Yes	Police, Code Enforcement
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	09/15/2005	https://ecode360.com/28639284	Yes	Police, Code Enforcement
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	03/03/2016	http://www.abseconnj.gov/ordinances/2016/04-2016.pdf	Yes	Police, Code Enforcement
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	04/19/2007	https://ecode360.com/28637153	Yes	Police, Code Enforcement
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	09/15/2005	https://ecode360.com/28639212	Yes	Police, Code Enforcement
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	05/21/2009	https://ecode360.com/28639072	Yes	Police, Code Enforcement

Indicate the location of records associated with ordinances and related enforcement actions:

Absecon City Municipal Building.

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 County and State sweep their roads. Street sweeping of City roads takes place from May through August and is coordinated around trash and recycling pickup schedules.
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.
Only streets within the Municipal right-of-way are swept.
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.
Absecon City Municipal Building.

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.
Catch basin and storm drain inlet inspection, cleaning and maintenance occurs from May through July by Absecon Public Works Department.
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
New York Avenue and Woodcrest Avenue New York Avenue and Mill Road
3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
Absecon Public Works Department monitors and routinely cleans the catch basins and storm drain inlets with recurring problems.
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.
Inlet labs are inspected and replaced as needed as part of the inlet inspections, cleaning and maintenance program.
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.
Absecon City Municipal Building.

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.
All municipal road/parking/paving projects are designed, bid and/or constructed to include storm drain inlet retrofits whenever existing (non-compliant) inlets are in contact with new paving.
2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.
All municipal road/parking/paving projects are inspected by engineering or DPW personnel to ensure completion.
3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.
The Planing/Zoning Board review process ensures that storm drain inlet retrofits are provided where required by Ordinance.
4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.
Major development projects approved by the Planning/Zoning Board are inspected by the City Engineer.

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:
939 Pitney Road, Absecon, NJ

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 –	Salt (covered)
Intermediate products –	N/A
Final products –	N/A
Waste materials –	N/A
By-products –	N/A
Machinery –	Stored in garage and shelter.
Fuel –	Fuel tanks
Lubricants –	Stored in garage
Solvents –	Stored in garage

Detergents related to municipal maintenance yard or ancillary operations –
Stored in garage

Other –
N/A

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

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. 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.

2. 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.
3. For projects that must be conducted outdoors use designated areas away from storm drains.

3. On-Site Equipment and Vehicle Washing

See permit attachment E for certification and log forms for Underground Storage Tanks.

No longer do On-Site Equipment or Vehicle Washing. N/A.

4. Discharge of Stormwater from Secondary Containment

N/A.

5. Salt and De-Icing Material Storage and Handling

1. Store material under 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.

6. 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.
2. Sand, top soil, road millings and processed aggregate may only be stored outside and uncovered if in compliance with item 1 above.
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).

7. 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 cover materials such as liquids, wastes which are removed from municipal 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).

8. Yard Trimmings and Wood Waste Management Sites

1. Yard trimmings or wood waste management sites must be operated in a manner that:
   a. Minimizes or eliminates the exposure of yard trimmings, wood waste and related materials to stormwater.
2. 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. Remove trash from yard trimmings and wood waste upon receipt.
   c. Monitor site for trash on a routine basis.
   d. Store trash in leak-proof containers or on an impervious surface that is contained (e.g. bermed) to control leachate and litter;
   e. Dispose of collected trash at a permitted solid waste facility.

9. Roadside Vegetation Management

1. The application of herbicides along roadsides will be limited in order to prevent it from being washed by stormwater into the waters of the State and to prevent erosion caused by de-vegetation, as follows:
   a. The City will not apply herbicides on or adjacent to storm drain inlets, on steeply sloping ground, along curb lines, and along unobstructed shoulders.
   b. The City will only apply herbicides around structures where overgrowth presents a safety hazard and where it is unsafe to mow.

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	DPW Superintendent or designee
2. Stormwater Facility Maintenance	Every year	DPW Superintendent or designee
3. SPPP Training & Recordkeeping	Every year	DPW Superintendent or designee
4. Yard Waste Collection Program	Every 2 years	DPW Superintendent or designee
5. Street Sweeping	Every 2 years	DPW Superintendent or designee
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	DPW Superintendent or designee
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	DPW Superintendent or designee
8. Waste Disposal Education	Every 2 years	DPW Superintendent or designee
9. Municipal Ordinances	Every 2 years	DPW Superintendent or designee
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	DPW Superintendent or designee

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. **- Planning/Zoning Secretary**

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. **- Board Professionals upon request.**

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.

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

All municipally-owned and operated outfalls are inspected annually, and during routine storm water inspections. Records are kept at the DPW Building.

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.

All municipally-owned and operated outfalls are inspected annually, and during routine storm water inspections. Repairs are prioritized and performed as weather and resources allow. Records are kept at the DPW Building.

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.

In accordance with the City's illicit connections permit obligations, all municipally owned and operated outfalls are inspected during each permit cycle (at a minimum) for evidence of illicit connections during dry weather conditions.

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.
All municipally owned BMPs, piping, outfalls, inlets and other facilities are inspected, cleaned and maintained by DPW maintenance crew personnel as needed to meet the MS4 permit obligations.
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.
For major development projects as defined per NJAC 7:8, all projects involving BMPs prepare, and file a storm water maintenance plan as per NJAC 7:8. All private facilities are observed by City personnel during routine inspections. Owners of private facilities requiring repair as observed during routine inspections, or as reported to the City, are notified to effect necessary repairs and maintenance.
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.
Absecon City Municipal Building.
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/.*

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.

Total Maximum Daily Load(TMDL) Information for Selected Municipality:

Applicable Stream TMDL(s): None

Applicable Lake TMDL(s): None

Applicable Shellfish TMDL(s):
•Six Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 15 Total coliform - 2006 : Absecon Bay-A, Absecon Bay-C

•Six Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 15 Total coliform - 2006 : Absecon Bay-A, Absecon Bay-C, Absecon Creek-A

•Six Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 15 Total coliform - 2006 : Absecon Bay-B

•Six Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 15 Total coliform - 2006 : Cordery Creek-A

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

TMDLs listed (primarily coliform and pathogens) are not used to prioritize storm water facility maintenance projects at this time. Should NJDEP mandate prioritization of maintenance based on these data, the City will make a good faith effort to do so.

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