
STORMWATER POLLUTION PREVENTION PLAN

For



GLOUCESTER TOWNSHIP
JOIN THE EXCITEMENT

1261 Chews Landing-Clementon Road
Camden County, New Jersey

NJPDES # NJG0148695

A handwritten signature in blue ink, reading "Norman K. Rodgers III", is written over a horizontal line. The signature is cursive and includes a small "III" at the end.

**Norman K. Rodgers III PE, Stormwater Program Coordinator
P.E. License No. 3971**

January 1, 2019

Prepared by:



consulting engineer services

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MUNICIPAL STORMWATER POLLUTION PREVENTION PLAN

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Gloucester Township Stormwater Pollution Prevention Plan

I. Executive Summary

The municipality of Gloucester Township obtains a Tier A Municipal Stormwater General Permit from New Jersey Department of Environmental Protection (NJDEP). This permit authorizes the discharge of stormwater from municipal separate storm sewers. The permit was issued in response to the United States Environmental Protection Agency's (USEPA) Phase II rules. In general, the permit addresses stormwater quality issues related to both new and existing development. More information regarding the New Jersey Pollutant Discharge Elimination System Tier A Municipal Stormwater General Permit (NJPDES MS4 Permit) can be found online at the NJDEP website at https://www.nj.gov/dep/dwq/tier_a.htm.

Per the Tier A NJPDES MS4 Permit a Stormwater Pollution Prevention Plan (SPPP) is required. The SPPP documents Gloucester Township's stormwater program and describes the measures necessary for compliance with the Statewide Basic Requirements as well as any Other Control Measures, Additional Measures and/or Optional Measures. The Tier A MS4 Permit was issued on 11/09/2017, went into effect on 01/01/2018 and expires on 12/31/2022.

Gloucester Township first issued a SPPP on January 5, 2006. Additional information regarding the revision history of Gloucester Township's SPPP can be found on [SPPP Form 2 – Revision History](#).

Throughout this report the locations of records are identified for clarification, the Gloucester Township Public Works (GTPW) Complex is located at 1729 Erial Road, Blackwood, NJ 08012 and the Gloucester Township Municipal Building is located at 1261 Chews Landing Road, Clementon, NJ 08021.

SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Norman K. Rodgers III, P.E. Consulting Engineer
Office Phone # and Email	(856)-228-2200 X-516 nrodgers@ces-1.com
Signature/Date	
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Tom Cardis, Gloucester Township Business Administrator Public Notice Coordinator
Print/Type Name and Title	Bernie Shephard, Gloucester Township Construction Code Official Post Construction Stormwater Management Coordinator
Print/Type Name and Title	Tom Cardis, Gloucester Township Business Administrator Local Public Education Coordinator
Print/Type Name and Title	Nancy Powers, Gloucester Township Clerk Ordinance Coordinator
Print/Type Name and Title	Tom Cardis, Gloucester Township Business Administrator Employee Training Coordinator
Other SPPP Team Members	
Print/Type Name and Title	Tom Cardis, Gloucester Township Business Administrator Public Works Coordinator
Print/Type Name and Title	Vince Borelli Code Enforcement Officer
Print/Type Name and Title	John Cantwell Township Engineer

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.	01/05/06		1-17	SPPP issued
2.	04/29/15	NKR	1; 3-7; 10-12; 15	Updated Tier A NJPDES MS4 Permit
3.	01/01/19	NKR	1-15	Updated Forms
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19.				

SPPP Form 3 – Public Involvement and Participation Including Public Notice

All records must be available upon request by NJDEP.

<p>1. Website URL where the SPPP is posted online:</p>	<p>https://glotwp.com/wp-content/uploads/2018/05/Municipal-Stormwater-Pollution-Prevention-Plan.pdf</p>
<p>2. Date of most current SPPP:</p>	<p>January 1, 2019</p>
<p>3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:</p>	<p>https://glotwp.com/wp-content/uploads/2018/05/GloucesterTWP-MSWMP-2006.pdf</p>
<p>4. Date of most current MSWMP:</p>	<p>March 20, 2006</p>
<p>5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:</p>	<p>Meeting dates, Minutes etc., are located at https://glotwp.com/departement/municipal-clerk/ Additional records are filed at the municipal building by the Municipal Clerk</p>
<p>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>	
<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), Gloucester Township provides public notice in a manner that complies with the requirements of that Act. Also, regarding the passage of ordinances, Gloucester Township 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.), Gloucester Township complies with those requirements.</p>	

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.

Depending on the size and scope of planned outreach events, Gloucester Township will advertise via their weekly newsletter, quarterly report, or advertisements on bulletins and Township operated social media. Bulletins are located at the GTPW complex and at the municipal building.

Copies of the weekly newsletter and quarterly report can be found on the Gloucester Township's website at <https://glotwp.com/> and <https://glotwp.com/information/downloads>

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.

Gloucester Township distributes the NJDEP brochure to residents and businesses annually. The brochure will be distributed with one of the quarterly newsletters. Extra copies will be posted on the bulletin board at the municipal building. Gloucester Township also includes information regarding illicit connections and improper disposal of waste in the seasonal reports. A copy of the most recent seasonal report is available on the Gloucester Township website at <https://glotwp.com/information/downloads>

A copy of the NJDEP brochure can be found at https://www.state.nj.us/dep/dwq/msrp_ed_brochure.htm.

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

Gloucester Township maintains public education and outreach records that provide compliance with the 12-point system across three (3) categories, per Attachment B of the Tier A municipal stormwater general permit. Records are filed in Appendix A and maintained at the GTPW complex

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’?

Gloucester Township defines ‘major development’ as any ‘development’ that provides for ultimately disturbing one or more acres of land. Disturbance for the purpose of this rule is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting, or removing vegetation. Where ‘development’ is defined as the diversion of a parcel of land into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation or enlargement of any building structure, any mining excavation or landfill, and any is or change in the use of any building or other structure, or land extension of use of land, by any person, for which permission is required under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq. In the case of development of agricultural lands, development means: any activity that requires a State permit; any activity reviewed by the CAB and the SADC, and municipal review of any activity not exempted by the Right to Farm Act, N.J.S.A. 4:1C-2 et seq according to Gloucester Township Municipal Code Section 74-2 Definitions.

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

The Township references N.J.A.C. 5:21 RSIS for performance standards and for review of applicable non-residential developments.

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

The Township’s governing bodies will administer the stormwater ordinance for all development and redevelopment projects in accordance with the requirements of the Tier A municipal stormwater general permit.

All structural and non-structural BMP’s shall be documented with a major development stormwater summary per Attachment D of the Tier A municipal stormwater general permit. For major development’s, the Township requires funds to implement the project’s maintenance plan to ensure adequate long-term operation and maintenance of BMPs.

For BMPs on private property that the Township does not own or operate, Gloucester Township intends to ensure the Stormwater Control Ordinance is met by adopting and enforcing a provision in the municipal stormwater control ordinance. The provision requires the private entity to perform the operation and maintenance, with penalties if the private entity does not comply. If, for example, the private entity does not perform the required maintenance, the Township can perform the maintenance and charge the private entity. The stormwater control ordinance can be found at <https://glotwp.com/department/municipal-clerk/>.

All proposed inlets must comply with Attachment C of the Tier A municipal stormwater general permit. Gloucester Township expects that for most projects, such compliance will be achieved either by conveying flows through a trash rack as described in the “Alternative Device Exemptions,” or (for flows not conveyed through such a trash rack), by installation of the NJDOT bicycle safe grate and (if needed) a curb opening with a clear space no bigger than two inches across the smallest dimension.

<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>Gloucester Township ensures that all new residential development and redevelopment projects that are subject to the RSIS for stormwater management, including the NJDEP Stormwater Management rules, N.J.A.C. 7:8, referenced in those standards, comply with applicable standards. The Township’s planning and zoning boards ensure compliance prior to issuing preliminary/final subdivision or site plan approvals under the Municipal Land Use Law. Gloucester Township Development Application Review Procedures can be viewed at https://sites.google.com/site/landdevelopmentordinance/home/article-vii. Community Development and Planning office is in the Gloucester Township Municipal Building. The Community Development and Planning Department can be reached via communitydevelopment@glotwp.com.</p>	
<p>5. Does the Municipal Stormwater Management Plan include a mitigation plan?</p>	<p>Yes. Gloucester Township’s mitigation plan can be viewed on Sheet 12 of the MSWMP. The MSWMP is located on the Gloucester Township website at https://glotwp.com/wp-content/uploads/2018/05/GloucesterTWP-MSWMP-2006.pdf.</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>Major Development Summary Sheets and mitigation plans are filed in Appendix B and stored at the GTPW complex. Applications for major development projects are filed at the Community Development and Planning Department in the Gloucester Township Municipal Building. The Community Development and Planning Department can be reached via communitydevelopment@glotwp.com</p>

SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

Ordinance Permit cite IV.B.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	09/25/06	Chapter 47-15.1 https://sites.google.com/site/glottwpcode/TABLE-OF-CONTENTS/part-ii---regulatory-ordinances/chapter-47-pets-animal-abuse#TOC-47-15.1_Control-and-Clean-Up.	No	Code Enforcement
2. Wildlife Feeding Permit cite IV.B.5.a.ii	09/25/06	Chapter 74D https://sites.google.com/site/glottwpcode/TABLE-OF-CONTENTS/part-ii---regulatory-ordinances/chapter-74-stormwater-management-1#TOC-74D-WILDLIFE-FEEDING	No	Code Enforcement
3. Litter Control Permit cite IV.B.5.a.iii	01/14/85	Chapter 28 https://sites.google.com/site/glottwpcode/TABLE-OF-CONTENTS/part-ii---regulatory-ordinances/chapter-28-anti-litter	No	Code Enforcement
4. Improper Disposal of Waste Permit cite IV.B.5.a.iv	09/25/06	Chapter 74B https://sites.google.com/site/glottwpcode/TABLE-OF-CONTENTS/part-ii---regulatory-ordinances/chapter-74-stormwater-management-1#TOC-74B-IMPROPER-DISPOSAL-OF-WASTE	No	Code Enforcement
5. Containerized Yard Waste/Yard Waste Collection Program Permit cite IV.B.5.a.v	09/25/06	Chapter 74C https://sites.google.com/site/glottwpcode/TABLE-OF-CONTENTS/part-ii---regulatory-ordinances/chapter-74-stormwater-management-1#TOC-74C-YARD-WASTE-COLLECTION-PROGRAM-AND-CONTAINERS	No	Code Enforcement
6. Private Storm Drain Inlet Retrofitting Permit cite IV.B.5.a.vi	04/26/10	Chapter 74F https://sites.google.com/site/glottwpcode/TABLE-OF-CONTENTS/part-ii---regulatory-ordinances/chapter-74-stormwater-management-1#TOC-74F-PRIVATE-STORM-DRAIN-INLET-RETROFITTING	Yes	Director of Public Works of Designee
7. Stormwater Control Ordinance Permit cite IV.B.4.g & Permit cite IV.B.5.a.vii	06/23/07	Chapter 74 https://sites.google.com/site/glottwpcode/TABLE-OF-CONTENTS/part-ii---regulatory-ordinances/chapter-74-stormwater-management-1	Yes	Code Enforcement
8. Illicit Connection Ordinance Permit cite IV.B.5.a.ii & IV.B.6.d	09/25/06	Chapter 74A https://sites.google.com/site/glottwpcode/TABLE-OF-CONTENTS/part-ii---regulatory-ordinances/chapter-74-stormwater-management-1#TOC-74A-ILLICIT-CONNECTION	No	Code Enforcement
9. Optional: Refuse Container/Dumpster Ordinance Permit cite IV.E.2	04/26/10	Chapter 74G https://sites.google.com/site/glottwpcode/TABLE-OF-CONTENTS/part-ii---regulatory-ordinances/chapter-74-stormwater-management-1#TOC-74G-REFUSE-CONTAINERS-DUMPSTERS	Yes	Director of Public Works of Designee

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

Code enforcement officers and local police officers will enforce these ordinances. If someone is found to be in violation of an ordinance, they will be issued a written warning for the first-time offense, and penalties will be issued for subsequent offenses. Record of ordinance violations and related enforcement actions will be filed in the Code Enforcement Office in the Gloucester Township Municipal Building.

SPPP Form 7 – Street Sweeping

<p><i>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.</i></p>
<p>Reference Gloucester Township's street sweeping map in Appendix C located at GTPW complex. Gloucester Township does not have a shared service agreement with an outside street sweeper for this work.</p>
<p><i>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.</i></p>
<p>Reference Gloucester Township's street sweeping map in Appendix C located at GTPW complex. Gloucester Township does not have a shared service agreement with an outside street sweeper for this work.</p>
<p><i>3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.</i></p>
<p>N/A</p>
<p><i>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.</i></p>
<p>Records are filed and maintained in Appendix C and stored at the GTPW complex. Records document the date of sweeping, location swept, mileage swept, and volume of materials collected.</p>

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

<p><i>1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.</i></p> <p>All catch basins and storm drains will be inspected for proper function once each year. If the feature is found in disrepair, maintenance will be scheduled and conducted by GTPW. If the maintenance/repair is outside the scope of Public Works, the project shall be added to Gloucester Township’s Stormwater Facilities Maintenance List (refer to SPPP Form 13 for additional information). If, at the time of inspection, no sediment, trash, or debris is observed in the catch basin or storm drain, then that stormwater facility will not be cleaned. If, at the time of inspection, sediment, trash, or debris is observed, that feature will be cleaned and loads of materials collected will be recorded.</p> <p>Responsible parties for privately owned catch basins and storm drain inlets shall be responsible for performing routine inspection, cleaning and maintenance on those systems in accordance with the site’s approved maintenance plan. If a privately-owned maintenance plan is not being properly implemented, the Township’s Code Enforcement shall enforce the ordinance. The Township maintains copies of all maintenance plans for privately owned facilities. Copies are filed with the Community Development and Planning office located in the Gloucester Township Municipal Building.</p>
<p><i>2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.</i></p> <p>Catch basins and storm drain inlets with recurring problems are mainly located in high risk areas, areas identified by GTPW that are prone to flooding and accumulation of debris. Preventative maintenance shall be performed on stormwater facilities in these areas to ensure they do not begin to fail. Examples of preventative maintenance taken include street sweeping, inspection, and routine cleaning.</p>
<p><i>3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.</i></p> <p>Gloucester Township prioritizes the maintenance of catch basins and storm drain inlets with recurring problems based on the impact on the health and safety of the residents and the available finances of the Township. Several projects are completed yearly by GTPW to address minor or minimal in scope high-priority projects.</p> <p>In addition, the Gloucester Township Stormwater Coordinator completes rehabilitation of several medium to large scope high-priority stormwater projects yearly. The Stormwater Coordinator utilizes Gloucester Township’s Stormwater Facilities Maintenance List to prioritize facilities that need repair (refer to SPPP Form 13 for additional information). The maintenance list, impact on health and safety of residents, and the available finances are considered in prioritizing medium to large scope stormwater projects.</p>
<p><i>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.</i></p> <p>During yearly stormwater and roadway rehabilitation projects, inlets in proximity to the project are replaced with permanent labels. In addition, during yearly inspections, GTPW shall inspect the condition of required inlet labeling. If the inlets do not have permanent labeling and there is no label, GTPW will apply a new label.</p>
<p><i>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.</i></p> <p>Records are filed and maintained in Appendix D stored at the GTPW complex.</p>

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.

During yearly Township stormwater and roadway rehabilitation projects, storm drain inlets in proximity to the project(s) are retrofitted. Records of inlet retrofitting are maintained in Appendix D stored at the GTPW complex. The Township of Gloucester will use the NJDOT bicycle safe grate style and if needed, a curb opening with a clear space no bigger than two inches across the smallest dimension. In addition, during Public Works yearly inspection of storm drain inlets, if a storm drain inlet is found in disrepair, maintenance will be scheduled. Maintenance will include the retrofit of storm drain inlet.

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

To ensure storm drain inlets in need of retrofit that are identified during yearly stormwater and roadway rehabilitation projects are completed, the Township requires an inspection prior to the project closeout.

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

Privately owned stormwater BMP's shall be responsible for performing on their systems in accordance with the site's approved maintenance plan. If a privately-owned stormwater BMP is not being maintained, the Township's Code Enforcement shall enforce the ordinance. The Township maintains copies of all maintenance plans for privately owned facilities at the Community Development and Planning office located in the Gloucester Township Municipal Building.

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

Prior to the project closeout, inspections will take place in order to ensure all appropriate retrofits were completed.

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:

Gloucester Township Public Works Complex
1729 Erial Rd, Blackwood, NJ 08012

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:

The complete Gloucester Township vehicle list is filed and maintained in Appendix E stored at the GTPW complex.

Raw materials – Salt, Sand, 2”-3” Stone, ¾” Stone, DGA, Mulch, Fill Dirt, Infield Mix for ball fields, Topsoil,

Intermediate products – N/A

Final products – Brine Solution

Waste materials – HMA Millings, Broken Concrete

By-products – N/A

Machinery – Dump Trucks, Pickups, Street Sweepers, Tractors for mowing, Riding Mowers, Backhoes, Paving Machine, Fuel Truck, Milling Machine, Rollers, Bull Dozer, Trash Trucks, Leaf Machines, Leaf Collection Trailers, Bucket Truck, Police Vehicles, Busses, Skid Steers, Excavator (small), Wheel Loaders, Wood Chipper, Fork Lift, Asphalt Patching Truck,

Fuel – Natural Gas, Diesel Fuel, Gasoline

Lubricants – Used motor oil,

Solvents – N/A

Detergents related to municipal maintenance yard or ancillary operations – N/A

Other – Anti Freeze

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 Options

Gloucester Township currently has a permanent diesel, gasoline and natural gas fueling facilities that comply with best management practices (BMP). Reference the Gloucester Township's Public Works Facility Standard Operating Procedures (SOP). The SOP is filed and maintained in Appendix E of the SPPP stored at the GTPW complex.

Permanent fueling facilities are located at the GTPW complex. The permanent fuel storage facility consists of underground storage tanks for Diesel and Gasoline. Gloucester Township Public Works Department ensures that all maintenance personnel comply with attachment E of the Tier A municipal stormwater general permit.



Figure 1: Gasoline and Diesel Fueling Facility

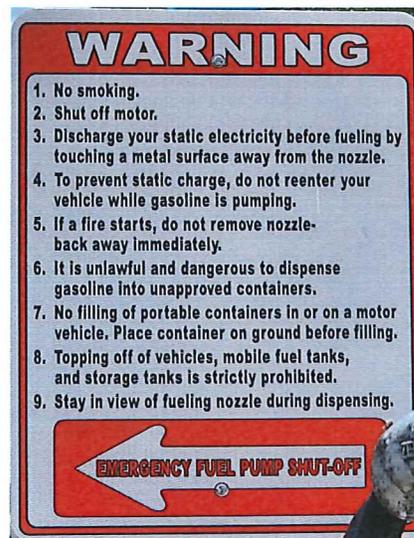


Figure 2 Sign at Refueling Facility



Figure 3: Spill Kit at Refueling Facility



Figure 4: Natural Gas Fueling Facility

2. Vehicle Maintenance

Gloucester Township currently has a permanent indoor vehical maintenance and repair facility that complies with BMP. Reference the Gloucester Township's Public Works Facility SOP. Permanent vehical maintenance and repair facility is located at the GTPW complex. The vehical maintenance and repair facility is located within a masonry building with roll up doors at the entrance to each bay. Gloucester Township Public Work Department ensures that all maintenance personnel comply with attachment E of the Tier A municipal stormwater general permit.



Figure 1 & 2: Exterior of Vehicle Maintenance Facility at Gloucester Township Public Works Complex.



Figure 3: Waste Oil disposal facility at Gloucester Township Public Works Complex.

3. *On-Site Equipment and Vehicle Washing: See permit attachment E for certification and log forms for Underground Storage Tanks.*

Gloucester Township currently has a permanent indoor vehical washing facility that complies with the BMP. Reference the Gloucester Township's Public Works Facility SOP. Permanent vehical washing facility is located at the GTPW complex. The vehical wash is located in a masonry building with roll up doors on each end of the wash bay. Wash water is colected through floor drains and is directed to an above grade filltering system that discharges to the sanitary sewer system. Gloucester Township Public Work Department ensures that all maintenance personnel comply with attachment E of the Tier A municipal stormwater general permit.



Figure 1: Exterior of Vehicle Washing Facility looking South at the Gloucester Township Public Works Complex.

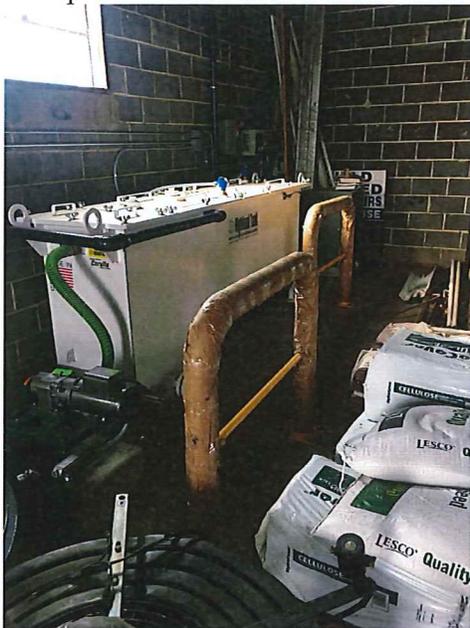


Figure 2: Filtering System for Vehicle Washing Facility located inside the vehicle wash building located at the Gloucester Township Public Works Complex.

4. *Discharge of Stormwater from Secondary Containment*

Gloucester Township Public Works Complex has no Secondary Containment Stormwater Discharge.

5. *Salt and De-Icing Material Storage and Handling*

Gloucester Township currently has a permanent salt storage facility that complies with the BMP. Reference the Gloucester Township's Public Works Facility SOP. Permanent salt storage facility and a Brine storage and dispensing facility are located at the GTPW complex. Gloucester Township Public Work Department ensures that all maintenance personnel comply with attachment E of the Tier A municipal stormwater general permit.



Figure 1: Permanent storage facility is a covered building closed on three sides with a roll down door. It has a raised entryway to prevent any runoff from entering the building.



Figure 2 and 3: Brine storage consists of two (2) double walled above ground tanks and a fill hose and pump for loading trucks.

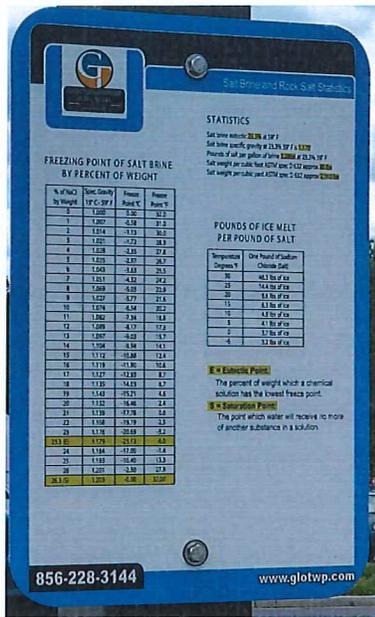


Figure 4: Brine procedures sign

6. Aggregate Material and Construction Debris Storage

Gloucester Township currently has a permanent aggregate material and construction debris storage facility that complies with the BMP. Reference the Gloucester Township’s Public Works Facility SOP. Permanent Aggregate Material storage containment area is located at the Public Works Complex. Gloucester Township Public Work Departments ensures that all maintenance personnel comply with attachment E of the Tier A municipal stormwater general permit.



Figure 1: Permanent Aggregate Material storage structures are closed on three sides with concrete walls and graded to prevent runoff from entering the storage structures.

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

Gloucester Township currently has a permanent storage facility that complies with the BMP. Reference the Gloucester Township's Public Works Facility SOP. Permanent street sweeping refuse storage containment is located at the GTPW complex. Gloucester Township Public Works Department ensures that all maintenance personnel comply with attachment E of the Tier A municipal stormwater general permit.

8. Yard Trimmings and Wood Waste Management Sites

Gloucester Township currently has a permanent storage facility that complies with the BMP. Reference the Gloucester Township's Public Works Facility Standard Operating Procedures (SOP). Permanent yard and wood waste refuse storage is located at the GTPW complex. Gloucester Township Public Work Department ensures that all maintenance personnel comply with attachment E of the Tier A municipal stormwater general permit.

9. Roadside Vegetation Management

GTPW has no Roadside Vegetation Management program.

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

A. **Municipal Employee Training:** The Employee Training Coordinator 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. Records for municipal employee training are filed and maintained in Appendix F stored at the GTPW complex.

	Topic	Frequency	Title of trainer or office to conduct training
1.	Maintenance Yard Operations (Including Ancillary Operations)	Every year	Public Works Department
2.	Stormwater Facility Maintenance	Every year	Stormwater Program Coordinator
3.	SPPP Training & Recordkeeping	Every year	Stormwater Program Coordinator
4.	Yard Waste Collection Program	Every 2 years	Public Works Department
5.	Street Sweeping	Every 2 years	Public Works Department
6.	Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Stormwater Program Coordinator
7.	Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Stormwater Program Coordinator
8.	Waste Disposal Education	Every 2 years	Public Works Department
9.	Municipal Ordinances	Every 2 years	Code Enforcement Office
10.	Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Code Enforcement Office

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. Records documenting the names, video titles, and dates completed for each board and governing body member is filed and maintained in Appendix F stored at the GTPW complex.

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. Records of the DEP certificate of completion for each reviewer is filed and maintained in Appendix F stored at the GTPW complex.

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.*

Gloucester Township current outfall pipe map is filed and maintained in Appendix G stored at the GTPW Complex.

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

Gloucester Township will inspect every mapped outfall pipe at least once every five (5) years and complete a storm sewer outfall inspection form. The completed inspection forms shall be filed and maintained in Appendix G stored at the GTPW Complex.

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.*

Gloucester Township will inspect every mapped outfall pipe at least once every five (5) years and complete a storm sewer outfall inspection form. The completed inspection forms shall be filed and maintained in Appendix G stored at the GTPW Complex. Based on inspections, the Stormwater Facilities Maintenance List is generated that identifies stormwater facilities within Gloucester Township that need repair (refer to SPPP Form 13 for additional information).

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.*

The Township will inspect mapped outfall pipes once every five years. If a dry weather flow is found an additional site visit is required. At that time, the Township uses the DEP Illicit Connection Inspection Report Form to conduct inspections. DEP Illicit Connection Inspection Report forms will be filed and maintained in Appendix G of SPPP stored at the GTPW Complex. Outfall pipes that are found to have a dry weather flow or evidence of an intermittent non-stormwater flow will be fully investigated.

If the Township is able to locate an illicit connection (and the connection is within Gloucester Township) the responsible party will be cited for violation of the Illicit Connection Ordinance, and the connection will be eliminated immediately.

If, after the appropriate amount of investigation, the Township is unable to locate the source of the illicit connection, a Closeout Investigation Form will be submitted with the Annual Inspection and Recertification. If an illicit connection is found to originate from another public entity, Gloucester Township will report the illicit connection to the Department.

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.

Gloucester Township stormwater facilities are inspected as follows to ensure they are functioning properly. In high risk areas, preventative maintenance will be performed to ensure they do not begin to fail.

Catch basins are inspected and cleaned annually to maintain function and efficiency of catch basins owned or operated by the Township. If, at the time of inspection, sediment, trash or debris is observed in the catch basin, then that catch basin is cleaned, if NO sediment, trash or debris is observed then that catch basin is not cleaned.

Outfall inspections are performed once every five (5) years. Inspection findings will be utilized to generate a schedule for maintenance and repairs based on priority of severity and danger to public. The schedule will be disclosed in the Stormwater Facilities Maintenance List repair. All maintenance and/or repairs shall be made in accordance to NJAC 7:8 and all Soil Erosion and Sediment Control in New Jersey at NJAC 2:90-1 and the requirements for bank stabilization and channel restoration found at NJAC 7:13 et seq.)

Basin facilities are mowed, and trash and debris are collected on a regular basis every couple of weeks according to the Township mowing schedule. Gloucester Township intends to conduct comprehensive basin inspections once every 3 years. Inspection findings will generate a schedule for maintenance and repairs based on priority of severity and danger to the public. The schedule will be disclosed in the Stormwater Facilities Maintenance List.

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.

Responsible parties for privately owned stormwater BMP's are responsible for performing maintenance on those systems in accordance with the site's approved maintenance plan. If a privately-owned stormwater BMP is not being maintained, the Township's Code Enforcement department enforces the applicable ordinance(s).

The Township maintains copies of all maintenance plans for privately owned facilities. Copies are filed with the Community Development and Planning office located in the Gloucester Township Municipal Building.

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.

Gloucester Township Stormwater Facilities Inspection and Maintenance Logs are filed and maintained in the following appendix and stored at the GTPW Complex:

- **Catch Basins and Storm Drain Inlets** inspection forms shall be filed in Appendix D
- **Outfall Inspections** inspection forms shall be filed in Appendix G
- **Illicit Discharges/Connections** inspection forms shall be filed in Appendix G
- **Stormwater Maintenance Basins** inspection forms shall be filed in Appendix H
- **Stormwater Facilities List** inventory of outfalls, basins and stormwater facilities shall be filed in Appendix I

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/dwg/msrp-tmdl-rh.htm, list adopted TMDLs for the municipality, parameters addressed, and the affected water bodies that impact the municipality's MS4 program.

COLIFORM:

“Amendment to the Atlantic and Cape May Counties, Lower Delaware and Tri-County Water Quality Management Plans, Six Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 15 Atlantic Coastal Water Region.”

Great Egg Harbor River Estuary

FECAL COLIFORM:

“Amendment to the Lower Delaware Water Quality Management Plan, Mercer County Water Quality Management Plan, Monmouth County Water Quality Management Plan, Ocean County Water Quality Management Plan, and Tri-County Water Quality Management Plan Total Maximum Daily Loads for Fecal Coliform to Address 27 Streams in the Lower Delaware Water Region”

South Branch of Big Timber Creek watershed upstream of the head-of tide. (Segment ID 01467327, 01467329), 298 CFU/100ml, Wasteload Allocation 85%, North Branch Big Timber Creek watershed upstream of the confluence of the North and South Branches of Big Timber Creek. (Segment ID 01467359) 928 CFU/100ml, Wasteload Allocation 96%

PHOSPHORUS:

“Amendment to the Atlantic County Water Quality Management Plan, Cape May County Water Quality Management Plan, Middlesex County Water Quality Management Plan, Monmouth County Water Quality Management Plan, Ocean County Water Quality Management Plan, Tri-County Water Quality Management Plan, Total Maximum Daily Loads for Phosphorus To Address Nine Eutrophic Lakes in the Atlantic Coastal Water Region”

New Brooklyn Lake (NJPDES # 0031615.001A) 900 kg TP/yr, 100 % of IC

“Amendment to the Atlantic County Water Quality Management Plan, Lower Delaware Water Quality Management Plan, Mercer County Water Quality Management Plan, Monmouth County Water Quality Management Plan, Tri-County Water Quality Management Plan, Total Maximum Daily Loads for Phosphorus To Address 13 Eutrophic Lakes in the Lower Delaware Water Region”

Blackwood Lake, 1200 kg TP/yr, 100 % of IC

“Amendment to the Lower Delaware, Monmouth County and Tri-County Water Quality Management Plans Total Maximum Daily Loads for Phosphorus to Address 5 Stream Segments in the Lower Delaware Water Region”

Big Timber Creek (Site ID # 01467329), 1569.3 kg TP/lbs/yr, 100 % of IC

MERCURY:

“Amendment to the Atlantic, Cape May, Lower Delaware, Lower Raritan-Middlesex, Mercer, Monmouth, Northeast, Ocean, Sussex, Tri-County, Upper Delaware and Upper Raritan Water Quality Management Plans Total Maximum Daily Load for Mercury Impairments Based on Concentration in Fish Tissue Caused Mainly by Air Deposition to Address 122 HUC 14s Statewide”

Big Timber Creek NB (above Laurel Rd) (Assessment Unit ID 02040202120010), Big Timber Creek NB (below Laurel Rd) (Assessment Unit ID 02040202120020), Big Timber Creek SB (above Lakeland Rd) (Assessment Unit ID 02040202120030), Big Timber Creek SB (incl Bull Run to Lakeland Rd) (Assessment Unit ID 02040202120040), Big Timber Creek SB (below Bull Run) (Assessment Unit ID 02040202120050), Almonesson Creek (Assessment Unit ID 02040202120060), One fish meal per week 94.1 kg/yr, 0.62 kg/day, Air deposition load 87.3 kg/yr, 92.8% LC

POLYCHLORINATED BIPHENYLS (PCBs):

“Total Maximum Daily Loads for Polychlorinated Biphenyls (PCBs) for Zones 2 - 5 of the tidal Delaware River”

Zone 3 (Big Timber Creek), 4,455 mg/day, Allocations to MS4s 0.185 mg/day

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

The Township Stormwater Program Coordinator shall review approved or adopted TMDL reports to identify stormwater related pollutants listed therein and associated with any segment of surface water bordering or within the Township. The maintenance program shall be modified as required to identify and address those specific sources of stormwater related pollutants and make efforts to eliminate their discharge to surrounding water bodies wherever and whenever practicable to do so. The township shall advise residents to direct household hazardous wastes to Camden County recycling Center. Gloucester Township has recycling programs and waste pick up to prevent pollution. The township uses public outreach to alert residents of the program. The township also cleans catch basins annually. The township inspects public basins and outfalls to prevent any additional pollutants from entering the water ways. The GTPW Complex permits disposal by residents for household hazardous waste free of charge. The Township will work with the MUA and CCMUA when notified that spikes in pollutants are detected to help identify the source and control the pollutant identified. The Township will continue with their outfall inspection program and be on the lookout for illicit connections. If a physical observation is made of a potential illicit discharge is made water samples shall be collected and attempts shall be made to identify the source. If the source is identified steps will be taken to eliminate the illicit connection.

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.

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

Gloucester Township adopted a Refuse Container/ Dumpster Ordinance on 04/26/10. The DEP model ordinance was adopted without change. The ordinance can be found in the Township code at [Chapter 74G](#).