



Borough of Madison

County of Morris, New Jersey

Stormwater Pollution Prevention Plan

March 22, 2021

NJPDES # 0150304 / NJ0141852

PI # 203248 / 50577

Permit Expires 12/31/2022

Original SPPP 04/01/2005

(Annual Membership Rev)

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PREFACE : Regulatory Basis

In December 1999, the United States Environmental Protection Agency (USEPA) issued Phase II Stormwater Rules to address pollutants entering municipal separate storm sewer systems, also referred to as “MS4s”. To comply with USEPA requirements and goals of the stormwater program, the New Jersey Department of Environmental Protection (NJDEP) has developed the Municipal Stormwater Regulation Program, which regulates all 566 Municipalities. As a result of the statewide Municipal Stormwater Regulation Program, the Tier A municipalities, including the Borough of Madison, were issued a Tier A Municipal Stormwater Master General Permit, number NJ0141852 as well as multiple specific Municipal Stormwater General Permits with specific “Effective Date of Permit Authorization” (EDPA) and expiration dates. The NJDEP has renewed the Tier A Municipal Stormwater General Permit for the Borough of Madison with a new EDPA of January 1, 2018 and expiration date of December 31, 2022. The Tier A Municipal Stormwater General Permit has mandatory elements that must be implemented to avoid possible enforcement action and penalties from the State, and the General Permit requires that the municipality prepare this Stormwater Pollution Prevention Plan (SPPP). The purpose of the plan is to document SPPP team member assignments, scope of activities, schedule, and completion dates of tasks necessary to meet permit mandated Statewide Basic Requirements (SBRs). The SBRs were developed by NJDEP for prevention of nonpoint-source stormwater pollution in order to improve the quality of our surface and ground waters, the health of our ecosystems, and ultimately the quality of our lives. The SPPP has been revised, updated, and amended to include the latest changes and requirements of the issued NJDEP Tier A Permit and state regulation. This plan is also intended to synchronize with the required amended Municipal Stormwater Management Plan (MSWMP) and Stormwater Control Ordinances (SCOs).

SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Robert A. Vogel, PE Borough Engineer
Office Phone # and eMail	(973) 593-3061 VOGELR@ROSENET.ORG
Signature/Date	March 1, 2021
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Dennis Harrington, PE Land Use Board Engineer HARRINGTOND@ROSENET.ORG
Print/Type Name and Title	Robert A. Vogel, PE Borough Engineer
Print/Type Name and Title	
SPPP Team Members (in addition to above)	
Name and Title	Administrator Raymond M. Codey CODEYR@ROSENET.ORG
Name and Title	CFO James E. Burnet
Name and Title	DPW Superintendent Kenneth OBrien
Name and Title	Personnel Officer Linda Sawyer / Sandy Emmerick
Name and Title	Planning Board Chair Steven Tombalakian
Name and Title	Zoning Board Chair Joseph Santoro
Name and Title	Land Use Administrator Frances Boardman
Name and Title	Environmental Commission Chair Claire Whitcombe
Name and Title	Police Chief Darren Dachisen / John Miscia
Name and Title	Borough Attorney Matthew Giacobbe

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.	04 /01/ 2005	RAV	Yes	New MSWM Permit, Ordinance and Regulations
2.	02 / 01 / 2009	RAV	No	New SPP Team Members
3.	02 / 01 / 2012	RAV	No	New SPP Team Members
4.	02 / 01 / 2015	RAV	No	New SPP Team Members
5.	02 / 01 / 2019	RAV	No	New SPP Team Members
6.	01 / 01 / 2020	RAV	Yes	New Permit New SPPP Forms Available
7.	03 / 01 /2021	RAV	No	New SPP Team Members
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				

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: <https://www.rosenet.org/1035/Stormwater-Management>
2. Date of most current SPPP: March 22, 2021
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online: <https://www.rosenet.org/1035/Stormwater-Management>
4. Date of most current MSWMP: February 17, 2021
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept: <https://www.rosenet.org/AgendaCenter/Mayor-Council-2>
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:

Most formal actions and announcements of the municipality occur during public meetings. 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 Municipality provides public notice in a manner that complies with the requirements of that Act. Also, in regard to the passage of ordinances, the Municipality provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-I et seq. Formal 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), the Municipality 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.

Most public education and announcements of the municipality occur during public meetings of the Governing Body, Planning or Zoning Board of Adjustment, Environmental Commission or Sustainable Madison Committee. The individual relevant websites are linked below :

<https://www.rosenet.org/230/Contact-the-Mayor-Council>

<https://www.rosenet.org/457/Planning-Board>

<https://www.rosenet.org/505/Zoning-Board-of-Adjustment>

<https://www.rosenet.org/396/Environmental-Commission>

<https://www.rosenet.org/447/Sustainable-Madison-Committee>

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.

Madison seeks to involve the public in reducing pollutants in stormwater and mitigating flow. The Borough annually conducts activities that total at least 12 points and include activities from at least three of the five categories as set forth in Attachment B of the MS4 Permit. At least one of these activities will involve educating business and the general public of hazards associated with illicit connections and proper disposal of waste. Public involvement programs are announced on the Borough's website, through social media, a mailing, a newspaper or newsletter or other means. The following activities are annual: 1) Maintain a stormwater related page on the municipal website 2) Distribute the NJDEP's educational brochures 3) Extra copies available at the municipal building and posted on the Borough website 4) Annual May Day public clean-up of parks and where municipal drains collect and discharge water.

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

Madison maintains stormwater records in the office of the stormwater coordinator, currently the Borough Engineers office in Land Use Services at 50 Kings Road in Madison, NJ. Digital publications and references are maintained on the Borough Website and Social Media by the Communications Officer at Borough Hall. Official governing body actions and communications are maintained in the office of the Borough Clerk at 50 Kings Road in Madison, NJ

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

All records must be available upon request by NJDEP.

<p>1. How does the municipality define ‘major development’?</p>
<p>In accordance with the state model ordinance and municipal Ordinance 2-2021 and resulting Land Use Regulations 195-37 et seq., any development that provides for ultimately disturbing one or more acres of land or increasing impervious surface by one-quarter acre or more, is considered major development.</p>
<p>2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?</p>
<p>Residential development and redevelopment projects are subject to the Residential Site Improvement Standards for stormwater management (including NJDEP Stormwater Management rules, N.J.A.C. 7:8, referenced in those standards). Our planning/zoning board ensures such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law. In addition, reduced thresholds for minor development are implemented in addition to the state basic requirements, which affect 5,000 square feet of impervious development. Finally any addition of rooftop areas greater than 400 square feet require drywell or bmp acceptable recharge to be included in the proposal.</p>
<p>3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?</p>
<p>The Municipal Engineer, Board Engineer, assigned consulting engineers or zoning officers review and enforce the technical standards with land use board applicants for all regulated development proposals on public or private property. These individuals have educational background in hydraulics, hydrology and environmental engineering as well as specific state sponsored training in stormwater control reviews, as necessary.</p>

<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 Borough of Madison assures new residential development and redevelopment projects are subject to the Residential Site Improvement Standards for stormwater management (including the NJDEP Stormwater Management rules, N.J.A.C. 7:8, referenced in those standards) and are in compliance with those standards. Our Planning and Zoning boards ensure such compliance before issuing subdivision or site plan approvals under the Municipal Land Use Law. Our planning board and attorney have reviewed the Municipal Stormwater Management Plan and Stormwater Control Ordinance for compliance with state standards. The Municipal Engineer, Board Engineer or assigned municipal consulting engineers review and enforce the technical standards with land use board applicants for all regulated development proposals on public or private property.</p>	
<p>5. Does the Municipal Stormwater Management Plan include a mitigation plan?</p>	<p>YES</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>BOARD ENGINEER OFFICE</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	DEP model ?	Entity responsible ?
1. Pet Waste permit cite IV.B.5.a.i	59-10	https://ecode360.com/6488139?highlight=pet,waste%20waste&searchId=6067535851291102	Y	HLTH
2. Wildlife Feeding permit cite IV.B5.a.ii	192-03	https://ecode360.com/14051408?highlight=feed,feeding,wildlife&searchId=6067338142604225#14051408	Y	HLTH
3. Litter Control permit cite IV.B5.a.iii	120-05	https://ecode360.com/6488993?highlight=litter&searchId=6067240592754094	Y	HLTH
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	195-25.9	https://ecode360.com/13506415	Y	ENGR
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	107-04	https://ecode360.com/6488640?highlight=collection,collections,waste&searchId=6067041090988150	Y	DPW
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	195-37	https://ecode360.com/37467273?highlight=retrofitted&searchId=6066906678533768#37467273	Y	ENGR
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	195-37	https://ecode360.com/37467176	Y	ENGR
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	120-09	https://ecode360.com/6490337?highlight=connected,connection,connections&searchId=6066636013165113#6490337	Y	SWR
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	55-10	https://ecode360.com/14796674?highlight=dumpster&searchId=6066497337141911#14796674	Y	ZO

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

OFFICE OF THE BOROUGH CLERK and LAND USE ADMINISTRATIVE OFFICIAL

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 DPW has evaluated streets to determine which need to be swept monthly. Frequent sweep areas are grouped to allow for more frequent sweeping. The existing street sweeping program for all streets includes sweeping at least once a year in accordance with the stormwater rules.

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.

The existing street sweeping program for most streets includes sweeping at least once per week.

3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.

The municipality owns its own sweeping equipment for weekly maintenance and will occasionally outsource or subcontract sweeping services in special circumstances like events or construction.

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.

Records for sweeping are maintained at DPW 10 John Street in Madison NJ.

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

<p>1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.</p>
<p>The Borough of Madison maintains an annual catch basin cleaning program to preserve catch basin function and efficiency. All catch basins will be inspected at least once each year. If, at the time of inspection, no sediment, trash or debris is observed in the catch basin, then that catch basin will not be cleaned. All catch basins will be inspected yearly, even if they were found to be “clean” the previous year. At the time of cleaning, the catch basins will also be inspected for proper function. Maintenance will be scheduled for those catch basins that are in disrepair.</p>
<p>2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.</p>
<p>Easements and stormwater collection and conveyance facilities on private property are the most frequent recurring problems due to limited access, private landscaping, mulch, fencing, berms and blockages which can occur during significant rainfall events.</p>
<p>3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.</p>
<p>Existing storm drains, manholes, catch basins and drainage ditches covered by municipal property or easements are inspected annually to assure they are functioning properly. Trouble spots are cleaned prior to significant storm events. Repair of non-functioning systems occur either through operating or capital budgets by staff or contracted services.</p>
<p>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.</p>
<p>Inlet labels are inspected annually to assure they are functioning properly.</p>
<p>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.</p> <p>Records are maintained at DPW and copied to Engineer for stormwater reporting annually.</p>

SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

<p>1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.</p>	<p>The Borough of Madison has a strategic asset management plan, a 20 year road improvement plan, a six year capital forecast, an annual capital improvement plan, appropriations and an annual DPW operating budget to support inlet retrofits. Madison resurfacing projects perform inlet retrofits annually.</p>
<p>2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.</p>	<p>Engineering or DPW staff will inspect or supervise summer interns to perform inspections of inlets and outfalls throughout the municipality.</p>
<p>3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.</p>	<p>The inlet openings will be required to conform to NJDEP regulations and industry standard castings or curb pieces will be required of private development during the review process. The labeling will use stencils or stamps that will read "No Dumping - Drains to Waterway". The municipality will use durable adhesive based applications wherever possible to increase durability and decrease the required maintenance manpower.</p>
<p>4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.</p>	<p>For BMPs on private property, the Borough of Madison enforces a provision in the municipal stormwater control ordinance that requires the private entity to perform the operation and maintenance, with penalties if the private entity does not comply. The borough will also enforce through the ordinance, compliance with the design standard in Attachment C of our permit to control passage of solid and floatable material in storm drains</p>

SPPP Form 10 – Municipal Maintenance Yards and Ancillary Operations

All records must be available upon request by NJDEP.

<p><i>Complete separate forms for each municipal yard or ancillary operation location.</i></p>
<p>Address of municipal yard or ancillary operation: 10 JOHN STREET, MADISON, NJ 07940</p>
<p>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:</p> <ul style="list-style-type: none"> • Dump trucks (various sizes), Backhoes, Front end loaders, Utility Trucks, Compactors, Vans, Pick-up trucks and Police vehicles comprise machinery onsite. • Stone, Sand, Castings, Concrete Pipe, Wood utility poles and temporary debris storage Comprise the materials onsite.
<p>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.</p> <p>Good Housekeeping includes proper Recycling, Waste Disposal and Pollution Prevention</p> <ul style="list-style-type: none"> • All containers should be properly labeled and marked, labels must remain clean and visible. • All containers must be kept in good condition and tightly closed when not in use. • When practical, chemicals, fluids and supplies should be kept indoors. • If containers are stored outside, they must be covered and placed on spill platforms. • Keep storage areas clean and well organized. • Spill kits and drip pans must be kept near any liquid transfer areas, protected from rainfall. • Absorbent spill clean-up materials must be available and disposed of properly after use. • Place trash, dirt and other debris in the dumpster. • Collect waste fluids in properly labeled containers and dispose of them properly. • Establish and maintain a recycling program by disposing, papers, cans, bottles and trash in designated bins. <p>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.</p> <p>10 JOHN STREET, MADISON, NJ 07940</p>

1. Fueling Operations

Maintenance and Inspection

- Fueling areas and storage tanks shall be inspected monthly.
 - Keep an ample supply of spill cleanup material on the site.
 - Any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair must be repaired or replaced immediately.
 - 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”
 Provide contact information for the person(s) responsible for spill response.
- Vehicle and Equipment Fueling
- Shut the engine off
 - Ensure that the fuel is the proper type of fuel.
 - Absorbent spill clean-up materials and spill kits shall be available in fueling areas and on mobile fueling vehicles and shall be disposed of properly after use.
 - Nozzles used in vehicle and equipment fueling shall be equipped with an automatic shutoff to prevent overfilling.
 - Fuel tanks shall not be “topped off”.
 - Mobile fueling shall be minimized. Whenever practical, vehicles and equipment shall be transported to the designated fueling area in the maintenance yard.
 - Clearly post, in a prominent area of the facility, instructions for safe operation of fueling equipment, and appropriate contact information for spill response.
 - A trained employee must always be present to supervise during bulk transfer.
 - In emergency contact the Madison Police Department at 973-593-3000 or dial 9-1-1.

2. Vehicle Maintenance

- Periodically check for leaks and damaged equipment and make repairs as necessary.
- Maintain all logs, inspection records, and certifications on-site. Such records shall be made available to NJDEP upon request.

3. On-Site Equipment and Vehicle Washing

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

- Conduct vehicle maintenance operation only in designated areas.
- When possible, perform all vehicle and equipment maintenance at an indoor location with a paved floor.
- Always use drip pans.
- Absorbent spill clean-up materials shall be available in maintenance areas and shall be disposed of properly after use.
- Maintenance areas shall be protected from stormwater run-on and runoff, and shall be located at least 50 feet downstream drainage facilities and watercourses.

4. Discharge of Stormwater from Secondary Containment

- Provide spill containment dikes or secondary containment around stored oils and other fluid storage drum(s).
- Conduct cleanups of any fuel spills immediately after discovery.
- Spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g., kitty litter, sawdust, etc.) and the rest of the area swept.
- Collected waste is to be disposed of properly.
- In case of emergency contact the Madison Police Department at 973-593-3000 or dial 9-1-1.

5. Salt and Deicing Material Handling

- Since program initiation the Borough of Madison has completed construction of a 60 foot salt storage dome for use in the Public Works complex. The second dome allows for ease of materials storage and transfer, allowing deicing and sand materials to be stored separately, while isolating such materials from wind, rain or runoff.
- Staff perform regular inspections and maintenance of storage structure and surrounding area.
- Minimize tracking of material from loading and unloading operations.
- During loading and unloading of salt and de-icing materials, prevent and/or minimize spills. If salt or de-icing materials are spilled, remove the materials using dry cleaning methods. All collected materials shall be either reused or properly discarded.
- Sweeping conducted once a week to get rid of dirt and other debris.
- Minimize the tracking of materials from storage and loading/unloading areas.
- Minimize the distance that salt and de-icing materials are transported during loading.
- Any materials that are stored outside must be tarped when not actively being used.
- If interim seasonal tarping is being implemented, de-icing materials may be stored outdoors for a period of 30 days maximum between October 15th through April 30th.

6. Aggregate Material and Construction Debris Storage

- Store materials such as sand, gravel, stone, top soil, road millings, waste concrete, asphalt, brick, block and processed aggregate in such a manner as to minimize stormwater run-on and aggregate run-off via surface grading, dikes and/or berms.
- The area adjacent to storage areas shall be swept clean after loading/unloading.
- Sand, top soil, road millings and processed aggregate may only be stored outside and uncovered if a 50-foot setback is maintained from storm sewer inlets or ditches.
- Road millings shall be managed in conformance with the “Recycled Asphalt Pavement and Asphalt Millings (RAP) Reuse Guidance” or properly disposed of as solid waste pursuant to N.J.A.C. 7:26-1 et seq.
- The stockpiling of materials and construction of storage bays on wetlands and floodplains may ONLY occur upon approval by the Division of Land Use Regulation.

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

- 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 that are removed from municipal sanitary sewer systems or material that constitutes hazardous waste in accordance with N.J.A.C. 7:26G-1.1 et seq.
- 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).
- Road cleanup materials placed into storage must be, at a minimum:
 - a. Stored in leak-proof containers or on an impervious surface that is contained (e.g. bermed) to control leachate and litter; and
 - b. Removed for disposal (in accordance with 2, above) within six (6) months of placement into storage.

8. Yard Trimmings and Wood Waste Management Sites

- a. Construct windrows, staging and storage piles:
 - i. In such a manner that materials contained 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.
- b. Maintain perimeter controls such as curbs, berms, hay bales, silt fences, jersey barriers or setbacks, to eliminate the discharge of stormwater runoff carrying leachate or litter from the site to storm sewer inlets or to surface waters of the State.
- c. Prevent on-site storm drain inlets from siltation using controls such as hay bales, silt fences, or filter fabric inlet protection.
- d. Dry weather run-off that reaches a municipal stormwater sewer system is an illicit discharge including uncontrolled pile leachate from materials stored.
- e. Remove trash from yard trimmings and wood waste upon receipt.
- f. Monitor site for trash on a routine basis.
- g. Store trash in leak-proof containers or on an impervious surface that is contained to control leachate and litter;
- h. Dispose of collected trash at a permitted solid waste facility.
- i. Employ preventative tracking measures if necessary.

9. Roadside Vegetation Management

Herbicides shall only be used within a 2-foot radius around structures where overgrowth presents a safety hazard and where it is unsafe to mow.

10. Emergency Snow Disposal Procedures

- Locate effective snow disposal sites adjacent to or on pervious surfaces in upland areas away from water resources and wells. At these locations, the snow melt water can filter in to the soil, leaving behind sand and debris which can be removed in the springtime.
- The following maintenance measures should be undertaken for all snow disposal sites:
 - a. A silt fence or equivalent barrier should be placed securely on the downgradient side of the snow disposal site.
 - b. To filter pollutants out of the snow melt water, it is recommended that a 50-foot vegetative buffer strip between the disposal site and adjacent waterbodies should be maintained during the growing season.
 - c. Debris should be cleared from the site prior to using the site for snow disposal.
 - d. Debris should be cleared from the site and properly disposed of at the end of the snow season and no later than May 1.

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

- 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.

ALL LAND USE BOARD MEMBERS AND AFFILIATED GOVERNING BODY MEMBERS PROVIDE CERTIFICATION OF TRAINING IN EACH ANNUAL MS4 REPORT TO NJDEP.

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.

- 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.

ALL STORMWATER REVIEWERS HAVE SPECIFIC EDUCATIONAL BACKGROUND IN STORMWATER MANAGEMENT AND COMPLETE SPECIFIC NJDEP TRAINING PROGRAMS AND PROVIDED CERTIFICATION IN ANNUAL MS4 REPORT TO NJDEP.

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.

BOROUGH OF MADISON completed Geographic Information System base mapping, feature layout and topography in CY2000 and since that time has added more detailed stormwater infrastructure and utility layers and locations starting in April 2005 to the present. These updates are filed periodically with NJDEP mapping division per request and are certified annually as requested by the state in its annual MS4 reporting.

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.

The BOROUGH OF MADISON has located each outfall with GPS Mapping and mapped the location of the end of all outfall pipes operated by Madison. Similarly, hand held gps enabled inspection applications have been used to record conditions of these outfalls at five year intervals. Repairs have been scheduled for scour or replacement as necessary.

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.

Specific scour sites are placed on a prioritized list and repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. Since program initiation, three outfalls in Spring Garden Brook were identified for serious erosion, undermining and scour, placed on priority for third party design and permitting. The final outfall construction project was bid, awarded, and completed by a general contractor with appropriate permits from the NJDEP. Other smaller localized repairs have been made by staff where stream encroachment permits are not required as needed.

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.

Outfall pipes that are found to have a dry weather flow or evidence of an intermittent non-stormwater flow will be reinspected to locate the illicit connection. If Madison is able to locate the illicit connection we will cite the responsible party for being in violation of our Ordinance, and request the connection be remediated or eliminated. If, after the appropriate amount of investigation, we are unable to locate the source of the illicit connection, we will submit the Closeout Investigation Form with our Annual Inspection and Recertification. If an illicit connection is found to originate from another public or a superior government entity, a report will be filed. The Borough of Madison will improve existing spill or emergency response procedures to include an environmental one call location with the potential to bring in NJDEP Regional Enforcement offices if necessary.

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

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.

Each stormwater sewer staff employee is provided with a copy of Tier A Guidance Document Chapters 8-10 by the supervisor. The municipality inspects both surface and underground stormwater infrastructure regularly using the dedicated sewer maintenance staff at the Department of Public Works. Logs and reports of specific inspection activity are maintained at the Superintendents office or Engineers office where third party inspection contracts have been utilized to supplement staff inspections.

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 Borough of Madison assures new residential development and redevelopment projects that are subject to the Residential Site Improvement Standards for stormwater management (including the NJDEP Stormwater Management rules, N.J.A.C. 7:8, referenced in those standards) are in compliance with those standards. For any BMP that is installed in order to comply with the requirements of the post-construction program, the Borough will ensure adequate long-term operation as well as preventative and corrective maintenance. For BMPs on private property, the Borough does this by enforcing a provision in the municipal stormwater control ordinance that requires the private entity to perform the operation and maintenance, with penalties if the private entity does not comply. Each year specific private property owners are notified of the need to file a report of inspection for each regulated stormwater improvement on private property. These notices are on file at the Land Use department and are certified annually in the mandatory Tier A MS4 report filed with NJDEP.

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.

Stormwater notices and inspection reports for private property are on file in the Land Use offices at Borough Hall, 50 Kings Road, Madison, NJ 07940.

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.

Spring Garden Brook and its tributaries are Freshwater Category 2, Non-Trout producing, FW2-NT. Black Brook (the segment within the Great Swamp National Wildlife Refuge) is Freshwater Category 2 Non-Trout producing stream. On New Jersey's 2006 Integrated List of Waters, the Black Brook Great Swamp NWF (National Wildlife Refuge) received "non-attainment" status for several pollutant categories. The 303(d) List of Impaired Waters indicated the Black Brook Great Swamp NWF had a "medium" ranking for Arsenic and a "high" ranking for Phosphorous. The TMDL for fecal coliform in the Whippany River was established by the NJDEP December 1999.

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

The TMDL establishes a load reduction target for phosphorous and fecal coliform to be achieved through implementation of the non-point source guide (for example "A Cleaner Whippany River Watershed - Nonpoint Source Pollution Control Guidance Manual for Municipal Officials, Engineers and Departments of Public Works, NJDEP, May 2000") and other strategies such as fertilizer reduction, integrated pest management planning and discharge limitations on wastewater treatment plants such as the Madison-Chatham Molitor Treatment Facility.

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.

The Madison Master Plan, the Municipal Stormwater Management Plan and Madison Environmental Resource Inventory have been updated to be consistent with current NJDEP Stormwater Management requirements and updates of the RSIS.

The municipal Stormwater Management Ordinance requires all new development and redevelopment plans to comply with New Jersey's Soil Erosion and Sediment Control Standards. During construction, the Morris County Soil Conservation District personnel work with municipal inspectors to regulate development soil erosion and sediment control measures.

The Municipal Stormwater Management Plan is consistent with the Residential Site Improvement Standards (RSIS) at N.J.A.C. 5:21 which are used in the stormwater review of residential areas.

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

The BOROUGH OF MADISON has implemented Land Use Regulation 195-30.5 Accessory Structures and Uses and defined TEMPORARY EXTERIOR STORAGE UNITS including Dumpsters to be regulated pursuant to Ordinance 55-2010. The use of construction dumpsters or alternatively portable home storage units at residential construction sites for storage of materials are permitted, provided that:

- [1] A zoning permit is obtained for any use in excess of 48 hours.
- [2] The use and placement shall be limited to a maximum of six months.
- [3] There shall be no more than three permit applications per property, per calendar year.
- [4] Its placement satisfies all other provisions of the Code. (including Stormwater Mgt code).



Borough of Madison
Hartley Dodge Memorial
50 Kings Road
Madison, NJ 07940

Certification Signature Page :

I certify that this STORMWATER POLLUTION PREVENTION PLAN (SPPP) includes the information and items identified in Attachment A of the Tier A Municipal Stormwater General Permit. All attachments were prepared under my supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted responsibly. Based on my inquiry of the persons referenced as contributors in this plan, or those persons directly responsible, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for purposely, knowingly, recklessly, or negligently submitting false information.

(Signature)

Robert A. Vogel, NJPE

(Print Name)

(Date)

Municipal Engineer

(Title)