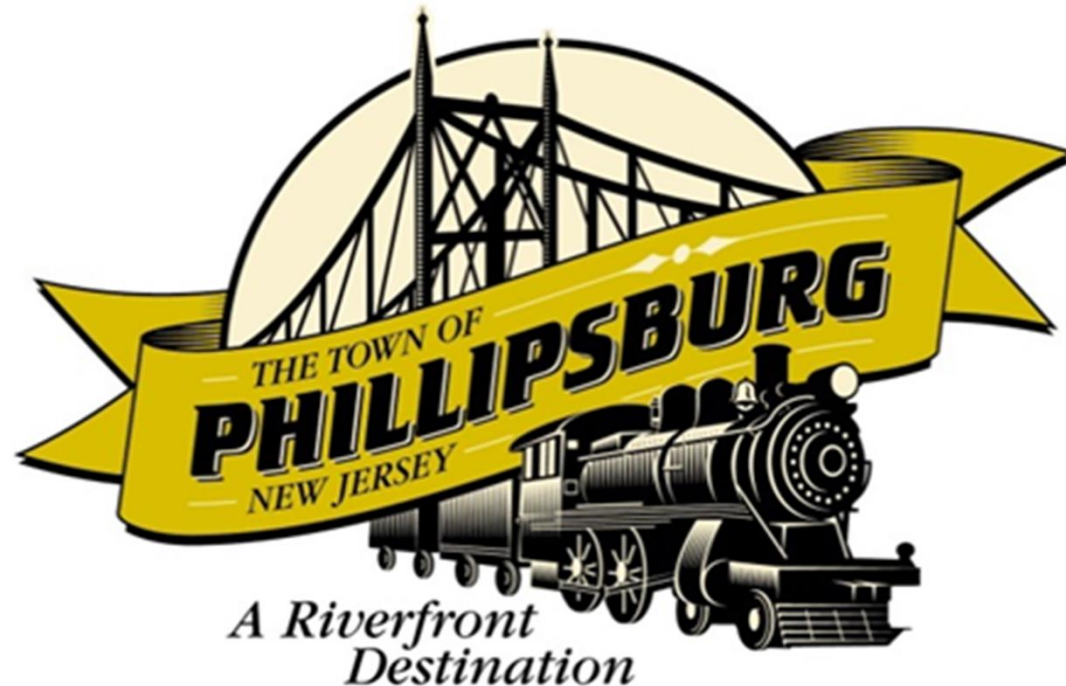


# MUNICIPAL STORMWATER PROGRAM



PREPARED BY



# PROGRAM HISTORY

MUNICIPAL STORMWATER PROGRAM HAS BEEN IN PLACE SINCE 2004 BASED REQUIREMENTS ISSUED BY THE FEDERAL ENVIRONMENTAL PROTECTION AGENCY (EPA) THAT ARE OVERSEEN BY NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION (NJDEP)

UPDATE IS REQUIRED BY NJDEP UNDER THE NEW JERSEY POLLUTION DISCHARGE ELIMINATION SYSTEM PERMIT (NJDES) AS PRESCRIBED UNDER N.J.A.C. 7:14A AND FURTHER PERMITTED UNDER MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) PROGRAM

NJDEP LATEST'S MS4 PERMIT WAS ISSUED WITH EFFECTIVE DATE OF JANUARY 1, 2018.

PRIOR PLANS ISSUED BY THE TOWN WERE 2004, 2010 AND 2013

# PROGRAM COMPONENTS

## STORMWATER POLLUTION PREVENTION PROGRAM

PROVIDES A SYSTEM TO ADMINISTRATOR THE STORMWATER CONTROL MEASURES WITHIN THE TOWN BASED NJDEP MS4 REQUIREMENTS.

## MUNICIPAL STORMWATER MANAGEMENT PLAN

MUNICIPAL STORMWATER MANAGEMENT PLAN (MSWMP) DOCUMENTS THE STRATEGY FOR THE TOWN OF PHILLIPSBURG TO ADDRESS STORMWATER-RELATED IMPACTS. THE CREATION OF THIS PLAN IS REQUIRED BY N.J.A.C.7:14A-25 MUNICIPAL STORMWATER REGULATIONS. THIS PLAN CONTAINS ALL OF THE REQUIRED ELEMENTS DESCRIBED IN N.J.A.C.7:8 - STORMWATER MANAGEMENT RULES. THE PLAN ADDRESSES GROUNDWATER RECHARGE, STORMWATER QUANTITY, AND STORMWATER QUALITY IMPACTS BY INCORPORATING STORMWATER DESIGN AND PERFORMANCE STANDARDS FOR NEW MAJOR DEVELOPMENT, AS DEFINED UNDER THE TOWN CODE WHICH IS MORE RESTRICTIVE THAN NJDEP REQUIREMENTS. THESE STANDARDS ARE INTENDED TO MINIMIZE THE ADVERSE IMPACT OF STORMWATER RUNOFF ON WATER QUALITY AND WATER QUANTITY AND THE LOSS OF GROUNDWATER RECHARGE THAT PROVIDES BASE FLOW IN RECEIVING WATER BODIES. THE PLAN DESCRIBES LONG-TERM OPERATION AND MAINTENANCE MEASURES FOR EXISTING AND FUTURE STORMWATER FACILITIES.

## MUNICIPAL STORMWATER MITIGATION PLAN

MITIGATION PLAN IS A TOOL FOR TOWN TO PROVIDE ALTERNATIVE OPTIONS FOR A PRIVATE OR PUBLIC PROJECT TO MEET THE MINIMUM STORMWATER REQUIREMENTS ESTABLISHED BY NJDEP OR FURTHER RESTRICTED BY TOWN CODE. UNDER THE MS-4 PERMIT, THE TOWN IS NOT PERMITTED TO PROVIDE VARIANCES OR RELIEF FOR MAJOR DEVELOPMENTS UNLESS A MITIGATION PLAN IS IN PLACE.

# PREVENTION PROGRAM

## STORMWATER POLLUTION PREVENTION PROGRAM BREAKDOWN:

1. APPROVAL HISTORY
2. TEAM MEMBERS
3. REVISION HISTORY
4. PUBLIC INVOLVEMENT
5. PUBLIC EDUCATION AND PUBLIC OUTREACH
6. POST CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT
7. ORDINANCES/TOWN CODE
8. STREET SWEEPING
9. CATCH BASINS AND STORM DRAIN INLETS
10. STORM DRAIN INLET RETROFITTING
11. MUNICIPAL MAINTENANCE YARDS AND OTHER ANCILLARY OPERATIONS
12. EMPLOYEE TRAINING
13. OUTFALL PIPES
14. STORMWATER FACILITIES MAINTENANCE
15. TOTAL MAXIMUM DAILY LOAD INFORMATION
16. OPTIONAL MEASURES
17. STORM DRAINAGE MANHOLE AND CONVEYANCE NETWORK
18. ANNUAL REPORTS
19. AUDITS AND INSPECTION REPORTS
20. MS-4 PERMITS

# PREVENTION PROGRAM DETAILS

## TEAM MEMBERS

- STORMWATER PROGRAM COORDINATOR
- MAJOR DEVELOPMENT TEAM
- GOVERNING BODY
- MUNICIPAL CLERK
- MUNICIPAL ATTORNEY
- PUBLIC WORKS DEPARTMENT
- DEPARTMENT HEADS
- ANIMAL CONTROL OFFICER
- TOWN COURT
- POLICE DEPARTMENT
- CHIEF FINANCE OFFICER
- CONSTRUCTION AND CODE OFFICIAL
- ZONING OFFICER
- LAND USE TECHNICAL ASSISTANT

## EMPLOYEE TRAINING

- ORDINANCE EDUCATION AND EMPLOYEE ROLE IN ORDINANCE ENFORCEMENT
- GOVERNING BODY AND MUNICIPAL BOARD APPOINTEES EDUCATION
- PUBLIC WORKS EDUCATION
- RECORD KEEPING OF TRAINING EVENTS AND MATERIAL UTILIZED

## RECORD KEEPING

- PROTOCOLS/LOGS TO TRACK ALL REPORTABLE DATA BY RESPONSIBLE PERSON
- DIGITIZE ALL STORMWATER DATA
- RESPOND IN TIMELY MANNER TO NJDEP OR EPA REQUESTS

# PREVENTION PROGRAM DETAILS

## PUBLIC INVOLVEMENT, PUBLIC OUTREACH AND BACKGROUND DATA

ENSURE PUBLIC IS INVOLVED IN STORMWATER PROGRAM THROUGH PUBLIC MEETINGS, OUTREACH EVENTS AND MAKING INFORMATION EASILY AVAILABLE ON THROUGH MUNICIPAL WEBSITE AND CLERKS OFFICE.

## PUBLIC EDUCATION AND OUTREACH REQUIREMENTS INCREASED FROM PRIOR PERMITS, AND THE TOWN WILL ADDRESS REQUIREMENTS AS FOLLOWS:

- STORMWATER PROGRAM AND EDUCATIONAL EVENTS WILL BE POSTED TO TOWN WEBSITE AND UPDATED ON REGULAR BASIS
- STORMWATER DISPLAY WILL BE ESTABLISHED IN THE MUNICIPAL BUILDING AND MAINTAINED YEAR ROUND
- STORMWATER HANDOUTS CREATED BY NJDEP WILL BE ON HAND FOR PUBLIC TO REVIEW AND COPIES PROVIDED UPON REQUEST
- ANNUAL MAILING CAMPAIGN WITH STORMWATER INFORMATION MAIL EACH YEAR TO PROPERTY OWNERS (RESIDENTIAL AND NON-RESIDENTIAL)
- ANNUAL CLEAN UP EVENT SUPPORT AND PROMOTION
- COMMUNITY EVENT OUTREACH SUCH AS NATIONAL NIGHT OUT, OLE TOWNE FESTIVAL

## BACKGROUND DATA

- ANNUAL REPORTS
- AUDITS AND INSPECTION REPORTS
- MS-4 PERMITS MADE AVAILABLE TO THE PUBLIC
- TOTAL MAXIMUM DAILY LOAD INFORMATION

# PREVENTION PROGRAM DETAILS

## POST CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

- IMPLEMENT STORMWATER CHECKLIST FOR ALL BUILDING, ZONING AND/OR LAND USE APPLICATIONS/PERMITS
- CURRENT TOWN CODE REQUIRES ALL APPLICATIONS FOR BUILDING PERMITS OR SOIL MOVEMENT TO HAVE AN APPROVED STORMWATER MANAGEMENT PLAN
- REQUIREMENT FOR EACH DEPARTMENT OR RESPONSIBLE PARTY TO KEEP LOG OF STORMWATER DECISIONS AND SUCH LOGS WILL BE INCLUDED IN THE PLAN ON ANNUAL BASIS
- REQUIRE NJDEP CHECKLISTS TO BE SUBMITTED WITH ALL PLANNING BOARD APPLICATIONS

## ORDINANCES/TOWN CODE

- MINOR AND MAJOR DEVELOPMENT DEFINITION TO BE REFINED TO CLARIFY INTENT IF WAS TO INDICATE IF THRESHOLDS WERE FOR EXISTING AND PROPOSED CONDITIONS OR VALUES FOR IMPROVEMENTS ONLY.
- FEEDING OF FERAL CATS IS REMOVED FROM TOWN CODE, HOWEVER IF THE TOWN HAS AN APPROVED TRAP AND RELEASE PROGRAM, FEEDING SUCH CATS IS PERMITTED. THIS ITEM SHOULD BE COORDINATED WITH THE TOWN ANIMAL CONTROL OFFICER AND PUBLIC HEALTH OFFICER.

# PREVENTION PROGRAM DETAILS

## CATCH BASINS AND STORM DRAIN INLETS & RETROFITTING

- STANDARDIZED INSPECTION FORMS
- MAPPING TO REFLECT ACTUAL LOCATIONS WITH NUMBERING SYSTEM
- UPGRADED TO ECO-CURB PIECES, TYPICAL TRIGGER IS RESURFACING, SEALING, OVERLAY
- MUST BE LABELED AND MAINTAINED, NEW INLETS THE LABELS ARE CAST IN PLACE
- REQUIRED TO SELF REPORT NON-COMPLIANCE EACH YEAR
- REQUIRED TO REPORT HOW MANY INLETS WERE RETROFITTED EACH YEAR
- REQUIRED TO REPORT HOW INLETS ARE LABELED EACH YEAR

## OUTFALL PIPES

- STANDARDIZED INSPECTION FORMS
- REQUIRED TO INSPECT OUTFALLS ON SET SCHEDULE
- REQUIRED TO MAINTAIN OUTFALLS AS NEEDED
- REQUIRED TO SUBMIT ELECTRONIC MAP OF OUTFALL AND GPS LOCATIONS BY END OF 2020

## STORMWATER FACILITIES MAINTENANCE

- MAINTAIN FORMAL RECORDS OF MAINTENANCE
- MAINTAIN FORMAL MAINTENANCE PROCEDURE FOR EACH STRUCTURE

## STORM DRAINAGE MANHOLE AND CONVEYANCE NETWORK

- MAPPING TO REFLECT ACTUAL LOCATIONS WITH NUMBERING SYSTEM
- MAINTAIN ASSESSMENT MANAGEMENT PLAN TO ENABLE STABLE BUDGET FOR MAINTENANCE AND IMPROVEMENTS

## MUNICIPAL MAINTENANCE YARDS AND OTHER ANCILLARY OPERATIONS

- STORAGE OF MATERIALS
- EMPLOYEE TRAINING EROSION CONTROL
- FUEL STATION OPERATION
- VEHICLE MAINTENANCE AND WASHING OPERATING REQUIREMENTS
- DEVELOPMENT OF FORMAL WRITTEN GUIDELINES AND PROCEDURES



# MANAGEMENT PLAN

MUNICIPAL STORMWATER MANAGEMENT PLAN ELEMENTS:

ESTABLISHES STORMWATER RELATED GOALS BASED ON THE MASTER PLAN

- REDUCTION OF FLOOD DAMAGE
- LIMIT SOIL EROSION
- PROMOTE GROUNDWATER RECHARGE EFFORTS WHERE CONDITIONS PERMIT
- PROMOTE HEALTHY STREAMS AND ENVIRONMENTAL SENSITIVE AREAS THAT IMPACTED BY STORMWATER
- ADDRESS RUNOFF FROM NEW AND EXISTING DEVELOPMENTS
- ENSURE STORMWATER SYSTEMS ARE DESIGNED PROPERLY

STORMWATER TECHNICAL OVERVIEW

REVIEW LOCAL CHARACTERISTICS THAT IMPACT STORMWATER

- COMMUNITY LAND USE
- LOCATION OF WATERWAYS
- HYDROLOGIC INFORMATION
- LOCATION OF WETLANDS

REVIEW FACTORS OF STORMWATER DESIGN STANDARDS/GOALS

# MITIGATION PLAN

## OVERVIEW

- The proposed mitigation plan is an optional element under the MS-4 permit.
- Based on NJDEP guidance published in 2006
- Provides tool for the Town to provide alternative means to comply with Stormwater regulations for project subject to the Town's approval as the Town can't provide such relief without the plan.
- Without the plan a developer would need to seek approval of stormwater relief directly from NJDEP.
- Provides alternative projects for quantity, quality and recharge within same watershed and/or Town limits
- Provides framework how the Town or Planning Board to review and approve mitigation applications and requirements of such applications.

# MITIGATION PLAN

## HIGHLIGHTS OF ALTERNATIVE PROJECTS PERMITTED

- Permits projects to construct offsite stormwater control measures that couldn't be accommodated onsite
- Permits projects to improvements to the Towns sanitary and stormwater system as means to meet requirements at no cost to the Town. Improvements might include installing eco-curb pieces, labeling inlets, improving outfalls, repairing cross connections
- Cleanup of waterways
- Restoration of environmental sensitive areas
- Construction of green infrastructure
- Construction of greenway spaces in lieu of traditional groundwater recharge

# SUMMARY OF CHANGES

- STORMWATER CONTROL ORDINANCE WILL REMOVE EXEMPTION FROM SINGLE FAMILY HOMES.
- UPDATE MAJOR DEVELOPMENT AND MINOR DEVELOPMENT DEFINITION
- IMPLEMENT A PERMIT/INSPECTION PROGRAM OF PRIVATE STORMWATER FACILITIES.
- MAINTAIN CENTRAL LOCATION FOR PAPER AND DIGITAL DOCUMENTS RELATED TO PROGRAM.
- IMPLEMENT A MITIGATION PLAN.
- UPDATE ILLICIT/ILLEGAL CONNECTION ORDINANCE TO EXPEDITE REMOVAL OF CONNECTIONS.
- IMPLEMENT ENHANCED INSPECTION PROGRAM
- IMPLEMENT DEVELOPMENT CHECKLIST FOR ZONING/BUILDING PERMIT APPLICATIONS AND DEVELOPMENT APPLICATIONS
- IMPLEMENT PUBLIC EDUCATION OUTREACH
- IMPLEMENT FORMAL MANHOLE AND PIPELINE PROGRAM
- MAINTAIN DIGITAL STORMWATER SYSTEM MAPPING
- DEVELOP ASSET MANAGEMENT PLAN FOR STORMWATER SYSTEM

# NEXT STEPS

- GOVERNING BODY, TOWN DEPARTMENTS AND PUBLIC PROVIDE INPUT AND REVISIONS ARE INCORPORATED AS PERMITTED WITHIN REGULATIONS.
- GOVERNING BODY & PLANNING BOARD ADOPTS THE PROGRAM AND ADOPTS CODE AMENDMENTS
- PROGRAM IS IMPLEMENTED
- DEP AND COUNTY OFFICIALS ARE NOTIFIED OF UPDATED PROGRAM AS REQUIRED
- TRAINING ON UPDATED PROGRAM IS PROVIDED TO ALL DEPARTMENTS
- DEPARTMENTS UPDATE THEIR INTERNAL PROCESS
- PROGRAM RECORDS ARE UPDATED TO INCLUDE DEPARTMENT SOP'S AS NEEDED.

# DEADLINES & FUTURE UPDATES

- NEXT ANNUAL REPORT IS DUE APRIL 2020, THE UPDATED PLAN MUST BE APPROVED PRIOR TO SUBMISSION OF REPORT
- ALL OUTFALLS MUST BE MAPPED IN DIGITAL GIS FORMAT AND INSPECTED PER MS-4 PROGRAM REQUIREMENTS FOR APPROVAL BY NJDEP BY DECEMBER 2020
- HIGHLANDS STORMWATER PROGRAM UPDATES THROUGH HIGHLANDS FUNDING WILL OCCUR DURING 2020, PENDING HIGHLANDS FUNDING APPROVAL.