

Stormwater Pollution Prevention Plan

Little Silver Borough
Monmouth County

NJPDES # NJG0153508

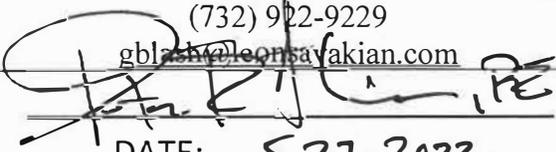
Revised – May 27, 2022

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SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Peter R. Avakian, PE / Stormwater Program Coordinator
Office Phone # and eMail	(732) 922-9229 gblash@leonsavakian.com
Signature/Date	 DATE: <u>5.27.2022</u>
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Gregory S. Blash, P.E. / Borough Engineer
Print/Type Name and Title	
Other SPPP Team Members	
Print/Type Name and Title	Public Notice Coordinator Kevin Burke/Administrator/Borough Clerk
Print/Type Name and Title	Public Works Director James E. Gannon
Print/Type Name and Title	Employee Training Coordinator James E. Gannon
Print/Type Name and Title	Code Enforcement Officer Joseph Lauterwasser

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.	1/2/2020	PA	3	Updated #1, #2, #3, and #5. (Website URLs and date of most current SPPP)
2.	1/2/2020	PA	8	Updated #2. (Catch basins and inlets with recurring problems)
3.	1/2/2020	PA	10	Revised section 1. (List of materials and machinery exposed to stormwater)
4.	1/2/2020	PA	12	Updated #1. (Link to most current stormwater infrastructure mapping)
5.	1/2/2020	PA	14	Revised #1. (Adopted TMDLs as of 1/2/2020)
6.	1/2/2020	PA	15	Revised #1. (Optional Measure: Description of Little Silver Borough stormwater infrastructure mapping)
7.	6/3/2021	PA	3	Update date of most current SPPP
8.	6/3/2021	PA	5	Update definition of “major development”
9.	6/3/2021	PA	6	Update website URLs and date of stormwater control ordinance
10.	6/3/2021	PA	12	Update link to most current outfall map and revision date
11.	6/3/2021	PA	14	Update annual TMDL review date
12.	6/3/2021	PA	15	Update link to most current outfall map
13.	5/27/2022	PA	1	Update SPPP team members
14.	5/27/2022	PA	3	Update date of most current SPPP
15.	5/27/2022	PA	8	Update details of catch basin and storm drain inlet inspection, cleaning, and maintenance
16.	5/27/2022	PA	12	Update link to most current outfall map and revision date
17.	5/27/2022	PA	13	Update details of stormwater facility cleaning, operation and maintenance
18.	5/27/2022	PA	14	Update annual TMDL review date
19.	5/27/2022	PA	15	Update link to most current outfall map
20.				

SPPP Form 3 – Public Involvement and Participation Including Public Notice

All records must be available upon request by NJDEP.

1. Website URL where the Stormwater Pollution Prevention Plan (SPPP) is posted online:	http://www.littlesilver.org/ls/Departments/Public%20Works/Stormwater%20Information/
2. Date of most current SPPP:	May 27, 2022
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	http://www.littlesilver.org/ls/Departments/Public%20Works/Stormwater%20Information/
4. Date of most current MSWMP:	October 7, 2008
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	http://www.littlesilver.org/ls/Minutes%20%26%20Agendas/
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>The Borough of Little Silver provides public notice of meetings in compliance with the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.). The Borough also provides public notice for municipal actions in accordance with the Municipal Land Use Law (N.J.S.A. 40:55D –1 et seq.).</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.

Public education and outreach events are advertised on the Borough website at www.littlesilver.org. There is also a link on the website to Clean Water NJ that provides additional stormwater information. Educational materials are available to residents at the Municipal Building which is located at 480 Prospect Avenue and at the Little Silver Library located at 484 Prospect Avenue.

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

The Borough of Little Silver provides educational information to businesses and the general public through postings and links on the Borough's website, brochures and flyers available at the Municipal Building and the Library, and at various events conducted by the Little Silver Environmental Commission. Activities conducted by the Environmental Commission are on the Borough website at:
<http://www.littlesilver.org/ls/Departments/Committees%20and%20Commissions/Environmental%20Commission/>

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

Public education and outreach records are maintained in the Municipal Clerk's office.

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'?	<p>On November 9, 2020, Little Silver Borough adopted a new stormwater control ordinance that conforms to N.J.A.C. 7:8 as amended March 2, 2020. In the new ordinance, "Major development" means an individual "development", as well as multiple developments that individually or collectively result in:</p> <ol style="list-style-type: none">1. The disturbance of one or more acres of land since February 2, 2004;2. The creation of one-quarter acre or more of "regulated impervious surface" since February 2, 2004;3. The creation of one-quarter acre or more of "regulated motor vehicle surface" Since March 2, 2021; or4. A combination of 2 and 3 above that totals an area of one-quarter acre or more. The same surface shall not be counted twice when determining if the combination area equals one-quarter acre or more. <p>Major development includes all developments that are part of a common plan of development or sale (for example, phased residential development) that collectively or individually meet any one or more of paragraphs 1, 2, 3, or 4 above. Projects undertaken by any government agency that otherwise meet the definition of "major development" but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered "major development".</p>
2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?	<p>No, all projects are evaluated from a stormwater point of view the same for compliance with applicable regulations.</p>
3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?	<p>The Planning Board Engineer evaluates all applications for compliance with the Stormwater Control Ordinance.</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>All major development project applications are reviewed by the Borough Engineer for compliance with the Stormwater Control Ordinance and the Residential Site Improvement Standards. A recommendation is made for either Approval, Conditional Approval, or Denial. The Planning and Zoning Board will not approve an application that does not comply with the Stormwater Control Ordinance and the Residential Site Improvement Standards.</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>Records associated with major development projects are filed in the Planning and Zoning 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	Was the DEP model ordinance adopted without change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i	6/19/2006	https://ecode360.com/LI4031	Yes	Code Enforcement, Police Department and/or Board of Health
2. Wildlife Feeding permit cite IV.B5.a.ii	6/19/2006	https://ecode360.com/LI4031	Yes	Code Enforcement, Police Department and/or Board of Health
3. Litter Control permit cite IV.B5.a.iii	6/19/2006	https://ecode360.com/LI4031	Yes	Code Enforcement, Police Department and/or Board of Health
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	6/19/2006	https://ecode360.com/LI4031	Yes	Code Enforcement, Police Department and/or Board of Health
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	6/19/2006	https://ecode360.com/LI4031	Yes	Code Enforcement, Police Department and/or Board of Health
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	5/17/2010	https://ecode360.com/LI4031	Yes	Code Enforcement
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	11/9/2020	https://ecode360.com/LI4031	Yes	Borough Engineer
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	6/19/2006	https://ecode360.com/LI4031	Yes	Code Enforcement, Police Department and/or Board of Health
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	5/17/2010	https://ecode360.com/LI4031	Yes	Code Enforcement, Police Department and/or Board of Health
Indicate the location of records associated with ordinances and related enforcement actions:				
Records associated with ordinances and related enforcement actions are located in the Code Enforcement office.				

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.
All Borough streets required to be swept by the NJPDES permit are swept once a month.
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.
All Borough streets not required to be swept by the NJPDES permit are swept once a year.
3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.
Little Silver Borough does not provide street sweeping services to other municipalities.
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 associated with street sweeping are on file at the Public Works office.

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.
Catch basins and storm drain inlets are inspected yearly as part of the street sweeping program. Catch basins are cleaned as frequently as needed to ensure proper function and operation. Basins found to not be functioning properly are scheduled for the necessary preventative and corrective maintenance and/or repairs.
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
Flooding may occur in low-lying tidally influenced areas of the Borough along Little Silver Creek, Parkers Creek, and Town Neck Creek.
3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
Catch basins and storm drain inlets with recurring problems are checked prior to and during heavy rains.
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.
Storm drain inlets are inspected at the time of catch basin inspection. Non-permanent storm drain inlet labels found to be missing or damaged will be scheduled for repair or replacement.
5. Indicate the location of records of catch basin and storm drain inlet inspections and the wet tons of materials collected during catch basin and storm drain inlet cleanings.
Records associated with the inspection and cleaning of catch basins and storm drain inlets are on file at the Department of Public Works office.

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.
	As part of the Annual Road Program, all storm drain inlets are retrofitted if needed at the time of road resurfacing.
2.	Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.
	An inspector from the Borough Engineer's office verifies that the appropriate storm drain inlet was installed during the resurfacing.
3.	Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.
	Little Silver Borough Ordinance # 690-10 requires that existing storm drain inlets on private property be retrofitted or replaced to meet the design standard as specified in the ordinance when the associated roadway is repaved, repaired, resurfaced, reconstructed or altered. The ordinance also prescribes penalties for failure to comply.
4.	Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.
	Before a Certificate of Occupancy is issued by the Borough the Code Enforcement Officer inspects the storm drain inlets for compliance with Ordinance # 690-10.

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:

The Borough of Little Silver Municipal Garage is located at 22 Fairview Avenue.

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

Raw materials – None

Intermediate products – None

Final products – None

Waste materials – None

By-products – None

Machinery – DPW vehicles and employee vehicles.

Fuel – There are two above ground fuel storage tanks at the fueling station.

Lubricants – None

Solvents – None

Detergents related to municipal maintenance yard or ancillary operations – None

Other – Backup electrical generator

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

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

1. Fueling Operations

The fueling station for Borough vehicles is located at 22 Fairview Avenue. Records and SOPs associated with fueling operations are maintained on site.

2. Vehicle Maintenance

Vehicle maintenance is provided at the Public Works Garage located at 22 Fairview Avenue. Records and SOPs associated with vehicle maintenance are kept on site.

3. On-Site Equipment and Vehicle Washing

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

No on-site equipment or vehicle washing occurs at the Municipal Garage.

4. Discharge of Stormwater from Secondary Containment

Not applicable.

5. Salt and De-Icing Material Storage and Handling
Salt is stored in a covered salt dome at the Municipal Garage.
6. Aggregate Material and Construction Debris Storage
Not applicable. There is no aggregate material or construction debris stored at the Municipal Garage.
7. Street Sweepings, Catch Basin Clean Out and Other Material Storage
Material is collected and ultimately disposed of at the Monmouth County Reclamation Center.
8. Yard Trimmings and Wood Waste Management Sites
The Borough provides scheduled curb-side pick up of leaves and brush to residents. The materials are hauled to a commercial facility for recycling or disposal.
9. Roadside Vegetation Management
Not applicable. The Borough does not spray along roadways for weed control.

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

<p>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.</p>		
Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	Employee Training Coordinator
2. Stormwater Facility Maintenance	Every year	Employee Training Coordinator
3. SPPP Training & Recordkeeping	Every year	Employee Training Coordinator
4. Yard Waste Collection Program	Every 2 years	Employee Training Coordinator
5. Street Sweeping	Every 2 years	Employee Training Coordinator
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Employee Training Coordinator
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Employee Training Coordinator
8. Waste Disposal Education	Every 2 years	Employee Training Coordinator
9. Municipal Ordinances	Every 2 years	Employee Training Coordinator
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Employee Training Coordinator
<p>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.</p> <p>Within 6 months of commencing duties, watch <i>Asking the Right Questions in Stormwater Review Training Tool</i>. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member.</p>		
<p>The training of elected and appointed individuals who review and approve applications for development and redevelopment projects in the Borough is ongoing.</p>		

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.

The Borough Engineer has completed the required training and maintains the NJDEP certification of completion in his office.

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.

The Little Silver Borough Stormwater Infrastructure map is posted on the Borough website at <http://www.littlesilver.org/ls/Departments/Public%20Works/Stormwater%20Information/> and was last updated on December 1, 2021.

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

Each municipal outfall is inspected at least once every 5 years. During the inspection process the outfall is evaluated for illicit discharges and for stream scouring. Records associated with the inspection of outfalls are maintained in the Public Works office.

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.

Stormwater outfalls are evaluated for scouring during the inspection process. Outfalls with scouring are prioritized for repair or restoration within the constraints of the existing budget and certified annually.

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.

Outfalls are inspected for evidence of a dry weather flow. If a dry weather flow is confirmed additional physical information is collected and an investigation is conducted. An Illicit Connection Inspection Report Form is completed to assist with the determination of the source of the dry weather flow.

SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

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

The Little Silver Borough stormwater conveyance system consists of storm drain inlets, catch basins, access manholes, and associated piping that discharges to either Little Silver Creek, Town Neck Creek, Parkers Creek, or the Shrewsbury River. There are no other stormwater facilities in Little Silver.

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 Engineer maintains a list of stormwater facilities not owned or operated by the Borough. These facilities are inspected and deficiencies brought to the attention of the owner/operator. Follow-up inspections are conducted to insure compliance.

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 Facilities Inspection and Maintenance Logs are on file at the Department of Public Works office and/or the Borough Engineer's office.

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

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

SPPP Form 14 – Total Maximum Daily Load Information

All records must be available upon request by NJDEP.

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

As of May 27, 2022 the following adopted TMDLs were identified for Little Silver Borough:

Applicable Stream TMDL(s)

None

Applicable Lake TMDL(s)

None

Applicable Shellfish TMDL(s)

Five Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 12, Total coliform - 2006 : Navesink Estuary-A, Navesink Estuary-B, Shrewsbury Estuary-A.

Five Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 12, Total coliform - 2006 : Shrewsbury Estuary-A, Shrewsbury Estuary-B, Shrewsbury Estuary-C.

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

The applicable shellfish TMDL has been reviewed and the control measures to reduce bacteria loadings to the Shrewsbury River have been implemented by Little Silver Borough. These include measures to eliminate "illicit connections", adopt and enforce a pet waste ordinance, prohibit the feeding of wildlife, clean catch basins, perform good housekeeping at the maintenance yard, and provide public education and employee training.

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.

Digital Mapping – Little Silver Borough has mapped their entire stormwater system from inlet to outfall in GIS format. Each outfall has an alphanumeric identifier and the receiving waterbody has been identified. Additionally every catch basin and access manhole in the system is indicated and numbered on the infrastructure map.

The Little Silver Borough Stormwater Infrastructure map is posted on the Public Works webpage at:

<http://www.littlesilver.org/ls/Departments/Public%20Works/Stormwater%20Information/>

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

Yes, Ordinance # 689-10 was adopted on May 17, 2010.