

Stormwater Pollution Prevention Plan (SPPP)

*Township of Chatham
County of Morris
58 Meyersville Road
Chatham NJ 07928
Facility Permit #: NJG0153630
PI ID #: 171633*

Date Issued: June 1, 2023

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Appendix A – Outfall Map(s)

Form 1 – Team Members

| Stormwater Program Coordinator (SPC) | | | |
|---|-----------------------|--|-----------------------------------|
| Name and Title | | Rich Young, DPW Supervisor | |
| Phone | 973-377-5114 | Email | ryoung@chathamtownship.org |
| Individual(s) Responsible for Major Development Project Stormwater Management Review | | | |
| Name and Title | | John Ruschke, PE, Township Engineer | |
| Phone | 908-238-5000 | Email | John.ruschke@mottmac.com |
| Name and Title | | | |
| Phone | | Email | |
| Other Municipal Stormwater Team Members | | | |
| Name and Title | | Jack Daniels, Construction & Zoning Official | |
| Phone | 973-635-3202 ext. 223 | Email | jdaniels@chathamtownship.org |
| Name and Title | | Ziad Andrew Shehady, Township Administrator | |
| Phone | 973-635-4600 ext. 208 | Email | administrator@chathamtownship.org |
| Name and Title | | | |
| Phone | | Email | |
| Shared/Contracted Service Providers | | | |
| Provider Name | Service Provided | Term of Service | |
| | | | |
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Form 3 – Public Announcements
Part IV.B. and C.

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| 1. Provide the link to the dedicated stormwater webpage for your municipality. |
| https://chathamtownship-nj.gov/index.asp?SEC=69EE3ED3-ECF5-49EE-9E2A-88BEA9310EA9 (Stormwater Management - Chatham, NJ (chathamtownship-nj.gov)) |
| 2. List the name and title of person(s) responsible for stormwater webpage postings/updates. |
| Greg LaConte, Township Clerk |
| 3. List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities. |
| Chatham Township provides public notice on the Township webpage and social media outlets, as well as legal advertisements when required. The current Municipal Stormwater Management Plan (MSWMP) and all ordinances required by the MS4 permit are available on the Township website. |

Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment

Part IV.E.

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| <p>1. How does the municipality define “major development”? If it is different from the definition in N.J.A.C. 7:8, explain the difference.</p> |
| <p>The Township defines “major development” the same as N.J.A.C. 7:8.</p> |
| <p>2. Is the municipality’s stormwater control ordinance (SCO) the same as or more stringent than NJDEP’s model SCO? If more stringent, explain the difference.</p> |
| <p>The Township of Chatham has an SCO that is more stringent than the NJDEP’s model SCO.</p> <p>The Township’s SCO designates a part of the municipal as “The Great Swamp Watershed Overlay District”. Within this overaly district, all projects exceeding 5,000 square feet are regulated by the SCO (as opposed to the one acre disturbance requirement).</p> <p>Furthermore, all projects exceeding 5,000 square feet within the overlay district must have “not net increase” in pollutant load (as opposed to projects increasing impervious cover by 1/3 acre or more).</p> |
| <p>3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).</p> |
| <p>For major development projects the Township is undertaking, the Township Engineer (Mott MacDonald) is responsible for designing the stormwater management plans. These projects are reviewed by another Engineer at Mott MacDonald since designers may not be responsible for reviewing their own plans.</p> <p>For non-municipal projects, the Township/Board Engineer reviews the stormwater management design for compliance with the water quality, water quantity, groundwater recharge and green infrastructure design standards as per N.J.A.C. 7:8.</p> <p>If the project is deemed compliant with the SWM rule and Township’s SCO, it is presented to the Land Use Board for approval. Throughout construction, the Township’s Code Enforcement Officer and/or Township Engineer inspects the construction sites at project milestones to ensure that the project is constructed in accordance with the approved development plans.</p> |
| <p>4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.</p> |

A mitigation plan is included in the Municipal Stormwater Management Plan. Records of all variances granted are located at the Clerk's office.

5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.

Ord. No. 2006-9 § 1
Amended 11-12-2020 by Ord. No. 2020-21

6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.

June 2005
Revised January 2021

Form 5 – Ordinances
Part IV.F.1.

| Ordinance | Date Adopted | Was the DEP model adopted without change? If not, explain how the municipality's is more stringent. | Entity Responsible for Enforcement | Fees & Fines |
|---|--------------------------|--|---|-------------------------|
| 1. Pet Waste | | | <i>Code Enforcement</i> | \$__ |
| 2. Wildlife Feeding | <i>10/29/2004</i> | <i>Yes</i> | <i>Police Dept. & Health Dept.</i> | <i>Up to \$2,000</i> |
| 3. Litter Control | <i>Ord. No. 2005-022</i> | | <i>Code Enforcement</i> | \$__ |
| 4. Improper Disposal of Waste | | | <i>Code Enforcement</i> | \$__ |
| 5. Yard Waste | <i>Ord. No. 2005-020</i> | | <i>Police Dept. & Zoning Officer</i> | <i>Up to \$2,000</i> |
| 6. Private Storm Drain Inlet Retrofitting | <i>11/12/2020</i> | <i>Yes</i> | <i>Police Dept. & Zoning Officer</i> | <i>Up to \$2,000</i> |
| 7. Illicit Connections | <i>Ord. No. 2005-021</i> | <i>It includes the spilling, dumping, or disposal of materials as well as exceptions to the ordinance.</i> | <i>Police Dept. & Zoning Officer</i> | <i>Up to \$2,000</i> |
| 8. Privately-Owned Salt Storage | | <i>Pending – required by 12/31/23</i> | <i>Code Enforcement</i> | \$__ |
| 9. Tree Removal-Replacement | <i>Ord. No. 2018-11</i> | | <i>Code Enforcement</i> | \$__ |

List any additional stormwater-related ordinances the municipality has adopted that address issues beyond the scope of the MS4 permit. Include adoption date, entity responsible for enforcement, and related fees and fines.

Chatham Township also has a Refuse Containers/Dumpsters ordinance that requires those dumpsters be covered when not in use to prohibit stormwater from entering and running through the dumpsters. This ordinance is enforced by the Police Department, Director of Public Works, Zoning Official, Health Department or any other agent duly designated by the Township Committee. Each violation of this ordinance carries a fine up to \$500 per offense.

Indicate the location of records associated with ordinances and related violations and enforcement actions below.

The records associated with ordinance and related violations and enforcement are kept by the Township Clerk from the Township Zoning/Construction Code Official, and the Health

Department. On an annual basis, this information is input into a comprehensive spreadsheet to summarize the data for record and reporting purposes.

Form 6 – Street Sweeping

Part IV.F.2.a.i. and ii.

1. Provide a written description and/or attach a map outlining the sweeping schedule for the following:

- Segments of municipal roads with storm drain inlets that discharge to surface water (required at least 3 times each year)
- Segments of municipal roads that do not have storm drain inlets but do discharge to surface water (required at least 1 time each year)

Note: Only asphalt and concrete roads need to be swept. Roads that do not have storm drain inlets and do not discharge to surface water do not need to be swept.

The Township is to sweep all roads the required three times per year. A log is kept to document the dates that each road is swept.

2. Indicate if sweeping work is outsourced and if so, describe the arrangement.

The Township DPW is trained and performs street sweeping.

Form 7 – MS4 Infrastructure

Part IV.F.2-4. and Part IV.G.2-3.

1. Municipal Storm Drain Inlets

- a. Describe how you ensure that municipal inlets without permanent wording cast into the design have been properly labelled.
- b. Describe how you ensure that municipal and private storm drain inlets have been retrofitted.
- c. Describe how you ensure that newly installed storm drain inlets include corresponding catch basins or other BMPs to collect solids.
- d. Describe when and how you conduct inspections of storm drain inlets and the criteria used to determine when they need to be cleaned.

- a) During our annual catch basin cleaning, the DPW conducts inspections of all catch basins. If any buttons need to be replaced or paint needs re-stenciling, the DPW crew will make the repair or repaint as needed at that time or will schedule follow up work with the DPW supervisor. Furthermore, during the Township’s annual preparation for road resurfacing work, the roads under review also have their catch basins inspected for compliance. If the existing catch basins are not in compliance (i.e. no wording cast in design, outdated curb piece, etc.), they are replaced as part of the project.
- b) Throughout major development project construction and during repaving projects, the Code Enforcement Office and/or Township Engineer performs site inspections and checks for proper storm drain inlet retrofits. Additionally, during day-to-day operations that entail driving through various areas of the Township, DPW staff are instructed to observe storm drain inlets and note those that have not been retrofitted. If any are located along Township roads or properties and are in areas that are known to have been repaved, they are identified by the staff for follow-up for retrofitting and the responsible entity is notified, if it is a private entity.
- c) The Township Engineer checks the plans for road projects and major developments to verify that a catch basin or some sort of BMP to capture solids is included with, or downstream of, the affected storm drain inlets.
- d) DPW staff perform inspections of all storm drain inlets at least annually as they drive the roads of the Township. The staff will either decide to stop then to remove any debris off the inlet grate and surrounding area and load the debris into their trucks for proper disposal or make a note of the location to return to conduct the cleaning within 1 week. Areas that clog and flood often during storms are inspected more regularly and prior to large, forecasted storms, and cleaned if necessary.

2. Municipal Catch Basins

- a. Describe when and how you conduct inspections of catch basins.
- b. Describe the criteria used to determine when catch basins need to be cleaned.

- a) The Township maintains an annual catch basin cleaning program. All catch basins will be inspected annually, even if they were found to be “clean” the previous year. Areas that clog and flood often during storms are inspected more regularly and prior to large, forecasted storms, and cleaned if necessary. DPW staff conduct a visual inspection

using a flashlight and measuring pole.

- b) DPW staff are trained to check for debris collected in the catch basin. All catch basins that are 40% or more full are scheduled for clean-out by a vacuum truck contractor within one month of inspection. 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.

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.

Additionally, catch basins that are in areas of recent flooding complaints are inspected within 1 week of the complaint.

3. Municipal Conveyance System

Describe when and how inspections of MS4 conveyance systems are conducted, and the criteria used to determine when they need to be cleaned. Include a description of the equipment and techniques used.

MS4 conveyance systems are scheduled for annual inspection however, as DPW staff drive the roads of the town for various activities, our DPW staff also check the conditions of ditches and swales. If there is noticeable trash or debris interfering with stormwater flow, the staff is required to clean up the debris preferably immediately, but no later than 1 week.

If it appears that any ditches, swales, or infiltration basins need to be cleared, they will be added to our maintenance schedule to be completed as soon as possible, but no later than within 3 months of the inspection.

Additionally, conveyance systems that are downstream of areas with recent flooding complaints are inspected within 1 week of the complaint.

In high-risk areas, preventative maintenance will be performed on all stormwater facilities to ensure that they do not begin to fail. Facilities with maintenance plans will be inspected as per the plan.

4. Municipal Outfall Inspections – Stream Scouring

Describe the program in place to detect, investigate, and control localized stream scouring from stormwater outfalls. Include a description of the equipment and techniques used.

When localized stream scouring is detected, the sources of stormwater that contribute are documented and corrective action to reduce stormwater rate or volume is undertaken by the Township. If the outfall is not owned and operated by the Township, the owner is notified that corrective actions are needed.

All identified scour problems will be evaluated and prioritized for remediation as soon as possible. If remediation cannot be completed within twelve months, a schedule will be submitted to the MS4 case manager prior to the twelve-month deadline. All restoration shall be made in accordance with the Soil Erosion and Sediment Control Standards in New Storm and the requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13, as

per our Tier A permit requirements. Prioritization of repairs will be based in part upon extent of scour, potential safety threat, and need for NJDEP permit(s).
Repairs will be inspected annually to ensure scouring has not resumed.

5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination

Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfalls. Include a description of the equipment and techniques used. Record cases of illicit discharges using the DEP’s Illicit Connection Inspection Report Form from the Department’s main stormwater webpage.

If an illicit discharge is found, the source of the discharge is to be investigated. If the source is an illicit connection, it will be eliminated. If we are able to locate the illicit connection (and the connection is within Chatham Township) we will cite the responsible party for being in violation of our Illicit Connection Ordinance, and we will have the connection eliminated immediately. 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 entity, The Township of Chatham will report the illicit connection to the Department. The Township will use the DEP Illicit Connection Inspection Report Form to conduct these inspections, and each of these forms will be kept with our SPPP records.

If a complaint or report is made about a potential illicit connection, the possible illicit connection must be inspected within three months.

6. Other Municipal Infrastructure

List the types of MS4 infrastructure in your town that require inspection but are not noted above in items 1-5. Describe when and how you conduct inspections of this infrastructure and the criteria used to determine when they need to be maintained and/or cleaned.

N/A – The Township does not maintain any infrastructure that requires inspection and is not already noted in items 1-5 above.

7. Stormwater Facilities Not Owned or Operated by the Municipality

Describe your program for ensuring adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality. This should include your plan for ensuring annual inspections are being done on these private properties and describe how you record the locations and logs associated with private infrastructure.

In order to ensure compliance with this, the Township will issue yearly reminder notices to owners of private stormwater facilities requesting copies of inspection, cleaning, and maintenance records. A second notice will be sent if the records are not provided within 60

days. After the second notice, if the records are still not received within 60 days, a municipal summons will be issued to the owner.

8. Infrastructure Records

Indicate the location of records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.

The Township keeps an inventory list of all stormwater infrastructure (municipal and private) with records of inspections, cleanings, routine maintenance work, investigations of illicit connections and scouring near outfalls, and repairs that have been done as well as those projected for completion each year. These records are kept in the DPW office.

Form 8 – Community-wide Measures

Part IV.F.2.

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| 1. Herbicide Application Management Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation. |
| The Township does not apply herbicides on or adjacent to storm drain inlets, on steeply sloping ground, along curb lines, and along unobstructed shoulders. Additionally, the Township only applies herbicides within a 2-foot radius around structures where overgrowth presents a safety hazard and where it is unsafe to mow. |
| 2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events. |
| The Township's DPW staff are trained to shovel up excess salt piles that remains on roadways and parking areas within three days (72 hours) after the storm is over, conditions permitting. The salt is collected in a covered trash bin on the truck and the salt is reused during the next storm. |
| 3. Roadside Vegetative Waste Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.). |
| DPW staff pick up brush, grass clippings, etc. and bring them to the Township's compost facility. There is no temporary storage. |
| 4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways. |
| As DPW staff perform annual storm drain inlet inspections as noted above, they also check for erosion of shoulders, embankments, ditches, and soils along roads. If they notice any such erosion or sedimentation collecting in areas, including in the waters near the road, they log it in the maintenance schedule and fix the issue within three months. We either plant vegetation or use other methods, such as riprap in areas prone to erosion along roads to promote soil stabilization as described in the Standards for Soil Erosion and Sediment Control. We will contact our MS4 Case Manager for guidance for cases where planting will not remedy this issue. |

Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: 2

| 1. Site Name and Address | |
|---|-------------------------------------|
| <p><i>DPW Yard</i> <i>405 Southern Blvd</i> <i>Chatham Township, NJ 07928</i></p> <p><i>Chatham Recycling Center</i> <i>30 Tanglewood Ln</i> <i>Chatham Township, NJ 07928</i></p> | |
| 2. Monthly Site Inspections | |
| Describe the nature of inspections conducted at this site and the location of inspection logs. | |
| <p>Township DPW personnel perform monthly inspections to ensure that all materials and machinery stored outside are stored in such a way that minimizes exposure to stormwater, ensuring the materials are on impervious surfaces as required, and completely covered. Remedial actions are noted in the inspection log.</p> <p>Furthermore, regular visual inspections are performed by DPW personnel who check general site conditions for debris, litter, open containers, and any other potential situation to contaminate stormwater runoff. Catch basins around the yard are inspected for debris and functionality. The yard is swept monthly during the summer months. The sweepings are temporarily stored within tarpred areas, dumpsters, or on pavement surrounded by hay bales until removed.</p> <p>General good housekeeping inspections are also performed regarding vehicle maintenance areas, storage areas.</p> <p>All activities are recorded, and logs are kept at the DPW office.</p> | |
| 3. Inventory List | |
| List all materials and machinery that are potentially exposed to stormwater. | |
| Materials | Machinery/Equipment |
| Road Salt | Vacuum truck |
| | Salt spreading vehicles & equipment |
| | Lawn mowers |
| | Backhoe/excavator |
| | Pickup trucks |

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| <p>4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p> | |
| <p>The valve on the discharge pipe from secondary containment areas of aboveground storage tanks in the maintenance yard shall remain closed at all times except as described below:</p> <ul style="list-style-type: none"> a) Visual inspections shall be performed before discharging stormwater through that valve, to ensure that fuel in that tank has not come into contact with stormwater to be discharged. b) Visual inspections are only effective when dealing with materials that can be observed, like petroleum. If the contents of the tank are not visible in stormwater, the Township shall rely on previous tank inspections to determine with some degree of certainty that the tank has not leaked. If the Township cannot make a determination with reasonable certainty that the stormwater in the secondary containment area is uncontaminated by the contents of the tank, then the stormwater shall be hauled for proper disposal. | |
| <p>5. Fueling Operations Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.</p> | |
| <p>Fueling is performed in the one designated area at the DPW yard and is inspected monthly. If temporary berms or booms are being used instead of blocking the storm sewer inlets, all hose connection points associated with the transfer of fuel shall be within the temporarily bermed or boomed area during the loading/unloading of bulk fuels. A trained employee is present to supervise the process. We have signs posted in the fueling area prohibiting topping off and posting emergency contacts. A spill kit is located at the fueling pumps.</p> | |
| <p>6. Vehicle/Equipment Maintenance and Repair Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p> | |
| <p>Vehicle and equipment maintenance is performed at an indoor location. Drip pans are always used and absorbent spill material is readily available. Waste, oils, grease, and fluids are not to be disposed of on the ground and should be containerized and hauled offsite.</p> | |
| <p>7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p> | |
| <p>Washing vehicles is performed on site, indoors. Equipment and vehicle washing activities</p> | |

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| <p>are managed so that there are no unpermitted discharges of wash wastewater to storm sewer inlets or to waters of the State. Silt socks are used to collect any sediment within the building prior to discharge.</p> |
| <p>8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p> |
| <p>The Township stores salt and de-icing material in a permanent structure at the DPW yard and is inspected annually. After the completion of loading and unloading, the area is inspected. Any spilled salt/de-icing material is swept</p> |
| <p>9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p> |
| <p>We do not store these materials on site.</p> |
| <p>10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p> |
| <p>Cold patch is not stored onsite.</p> |
| <p>11. Street Sweepings and Storm Sewer Cleanout Materials Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p> |
| <p>Street sweepings are stored onsite and stored on an impervious surface that is contained (e.g. bermed) to control leachate and litter, and covered. They are disposed of within six months (generally spring and fall pick-ups).</p> |
| <p>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p> |
| <p>Wood waste and yard trimmings are brought to the Township’s recycling center and/or compost center. Construction and demolition waste would be disposed of in designated dumpsters at the DPW yard.</p> |

13. Scrap Tires

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Scrap tires are stored onsite in a designated, covered storage contained until they can be properly disposed of when the container is full.

14. Inoperable Vehicles and Equipment

Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.

The Township generally does not store inoperable vehicles or equipment on site. However, if it was to happen, the Township will utilize drip pans and tarps to prevent stormwater run-on or run-off. Any equipment or vehicles that are stored are also inspected monthly. These items would typically go to auction within two months.

Form 10 – Training

Part IV.F.6-10.

| Stormwater Program Coordinators |
|--|
| Describe the training provided for the municipal Stormwater Program Coordinator. |
| The Stormwater Program Coordinator (SPC) attends NJDEP training every permit cycle. Training covers the SPC responsibilities, permit conditions, annual reporting, and required submissions and documentation. |

| Topic | Municipal Employees |
|--|--|
| Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos | |
| Describe the training provided for municipal staff. | |
| SPPP | The Township trains staff whose job duties support the stormwater program. Training on the site-specific details in the SPPP, review MS4 permit requirements, and record-keeping is conducted annually via combined in-person/virtual training. This and all these training modules listed below are also recorded and made available for informational purposes for staff to re-review certain material presented, and for any absent or new staff, or staff that takes on new responsibilities prior to the next training session. |
| Construction Site Stormwater Runoff | Staff responsible for inspections of construction projects that disturb one acre of soil or more, are trained annually on related MS4 permit conditions. Property owners must obtain a 5G3 permit from NJDEP prior to commencement of construction activities and must comply with their approved soil erosion and sediment control plan |
| Post-Construction Stormwater Management in New and Redevelopment | Staff responsible for implementing stormwater permit requirements receive an annual review of the fundamentals of the municipality’s post-construction stormwater management program to address stormwater runoff. Training explains the municipality’s definition of major development and the interconnection among the Stormwater Management rules at N.J.A.C. 7:8, the Chatham Township SCO, stormwater permit conditions, the Department’s BMP Manual, and Guidance Documents. For example, we identify where the Department’s maintenance guidance is available on the website for DPW staff reference when an approved maintenance plan does not exist. |
| Community-wide Ordinances | Staff responsible for approving and/or enforcing stormwater-related ordinances receive annual training on related MS4 permit conditions and to review the purpose of each ordinance and what steps to take if violations are reported. |
| Community-wide Measures | Staff responsible for conducting activities associated with community-wide stormwater management measures attend annual training to discuss |

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| | <p>the MS4 permit requirements and Township-specific measures employed to comply with the street sweeping, storm drain inlets (labeling, retrofitting, and installations), herbicide application, de-icing operations, roadside vegetative waste, and roadside erosion control requirements. Information is also presented regarding current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.</p> |
| <p>Stormwater Facilities Maintenance</p> | <p>Staff responsible for conducting activities associated with inspections, maintenance and repair of stormwater infrastructure attend annual training on the MS4 related permit requirements. This training details what infrastructure is to be maintained according to approved manufacturers' maintenance plans, versus the remaining infrastructure that is to be maintained according to the NJDEP's BMP Manual. Training also includes requirements for current BMPs, safety equipment and procedures, frequency of activities, and proper documentation of work.</p> <p>All types of stormwater infrastructure in the Township are addressed in the training, which includes but is not limited to storm drain inlets, catch basins, piped and open swale MS4 conveyances, stormwater infiltration basins, and manufactured treatment devices</p> |
| <p>Municipal Maintenance Yards and Other Ancillary Operations</p> | <p>Staff responsible for conducting activities associated with our municipal maintenance yard and salt yard attend annual training to discuss related MS4 permit conditions, current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.</p> |
| <p>MS4 Mapping</p> | <p>The Township Engineer (Mott MacDonald) who prepares and submits the electronic mapping of stormwater infrastructure attend annual training to review the MS4 permit requirements for electronic mapping.</p> |
| <p>Outfall Stream Scouring</p> | <p>Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of stream scouring as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.</p> |
| <p>Illicit Discharge Detection and Elimination</p> | <p>Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of illicit discharge as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper</p> |

| | |
|--|------------------------|
| | documentation of work. |
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| Stormwater Management Design Reviewers |
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| Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs. |
| The Township/Board Engineer reviews and approves stormwater management designs for major developments on behalf of the municipality. They are required under the MS4 permit to attend the mandatory NJDEP Stormwater Management Design Review course at least once every 5 years. They are required by the MS4 permit to also attend mandatory NJDEP training on amendments to the stormwater management rules at N.J.A.C. 7:8. |

| Municipal Board and Governing Body Members |
|--|
| Describe the training provided for members of the planning/zoning board and municipal council. |
| <p>Within 6 months of joining the Township Committee or the planning or zoning board, each member is required under the MS4 permit to watch the NJDEP video titled, Asking the Right Questions in Stormwater Review https://nj.gov/dep/stormwater/asking_the_right_questions.html.</p> <p>Each term thereafter, members are required to watch another NJDEP video from the choices provided on the stormwater training webpage:</p> <p>Stormwater Management Rules Applicability https://nj.gov/dep/stormwater/training.htm Stormwater Management Rules Planning https://nj.gov/dep/stormwater/training.htm Stormwater Management Rules Design & Performance https://nj.gov/dep/stormwater/training.htm Stormwater Management Rules Safety https://nj.gov/dep/stormwater/training.htm Stormwater Management Through General Permit for MS4s https://nj.gov/dep/stormwater/training.htm</p> |

| Training Records |
|---|
| Indicate the location of training records for the above required training. |
| Logs of all training including the type of training, date conducted, attendees and trainers are kept by the Township administrator and an updated record is provided to the Township Engineer on an annual basis. |

Form 11 – MS4 Mapping

Part IV.G.1.

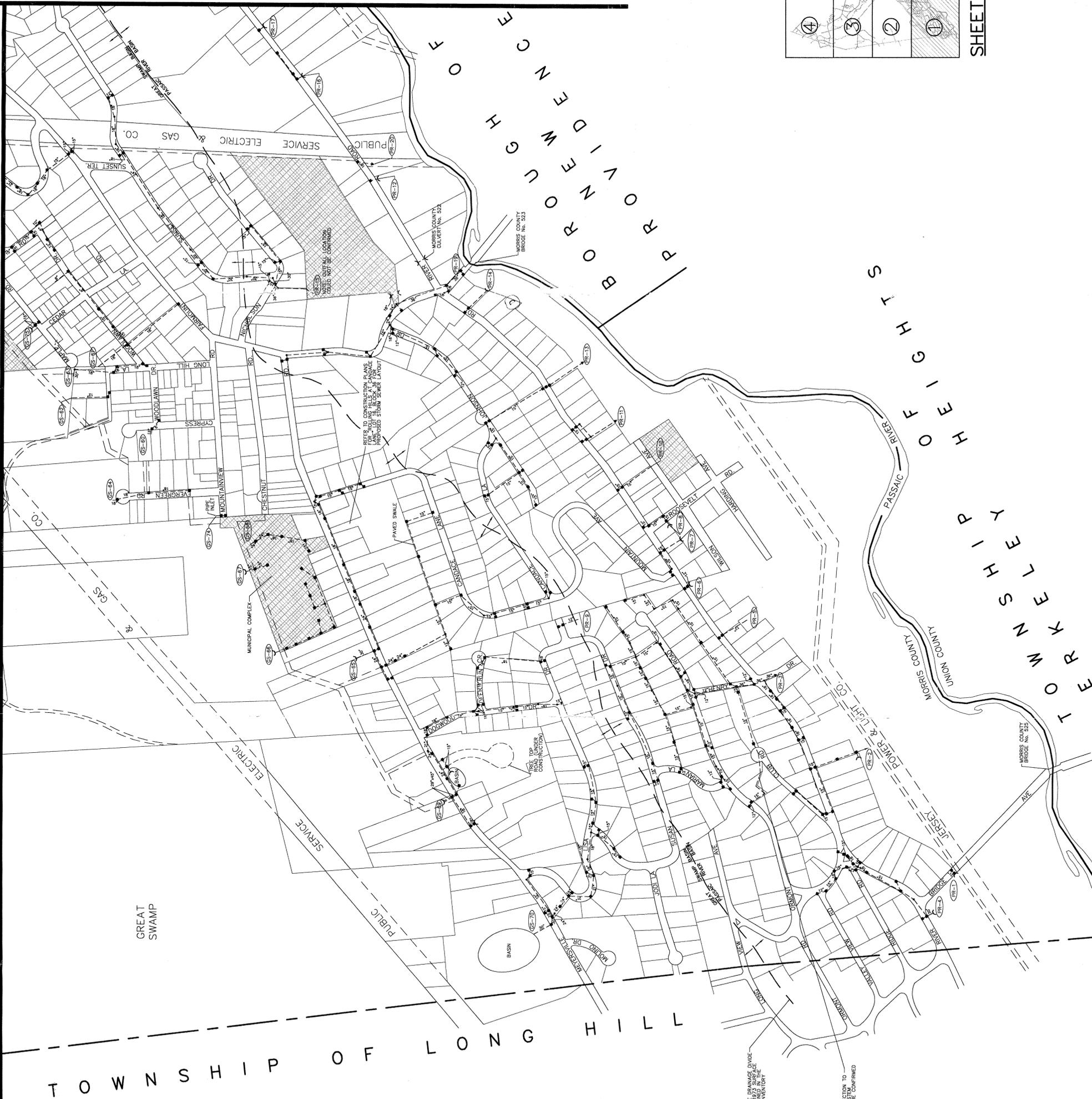
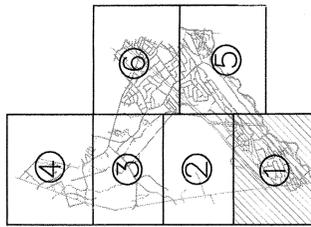
| | |
|---|--------------------------|
| 1. Provide a link to the most current MS4 outfall/infrastructure map. | |
| The MS4 outfall map is provided in the Appendix of this report. The infrastructure map is not yet available. | |
| 2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026). | |
| a. MS4 outfalls | <i>115</i> |
| b. MS4 ground water discharge points (basins or overland flow infiltration areas) | <i>Not yet available</i> |
| c. MS4 interconnections | <i>Not yet available</i> |
| d. MS4 storm drain inlets | <i>Not yet available</i> |
| e. MS4 manholes | <i>Not yet available</i> |
| f. Length of conveyance (channels, pipes, ditches, etc.) | <i>Not yet available</i> |
| g. MS4 pump stations | <i>Not yet available</i> |
| h. MS4 stormwater facilities (any that are not listed above) | <i>Not yet available</i> |
| i. Maintenance yard(s) and other ancillary operations | <i>Not yet available</i> |
| 3. Describe how the municipality’s outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.). | |
| <p>The current infrastructure mapping will be reviewed by the DPW Supervisor and Township Engineer for updates to the MS4 infrastructure in December of each year. This will be relayed to the surveyor who will locate the new infrastructure and add the information to the infrastructure map, and the corresponding data will be submitted to our MS4 Case Manager.</p> | |
| 4. Describe how the municipality will create and update its MS4 Infrastructure Map. | |
| <p>The Township currently has MS4 Infrastructure mapping but is working with the Township Engineer to complete/update the mapping as required. The Township Engineer will submit the updated map Shape files to the Township’s MS4 Case Manager before the mapping deadline of 01 Jan 2026.</p> | |

Form 12 – Watershed Improvement Plan

Part IV.H.

| |
|---|
| 1. Describe how your municipality is developing its Watershed Improvement Plan. |
| Chatham Township is gathering data to meet the requirements for the phase 1, Watershed Inventory Report, which is due and will be posted on our stormwater webpage by 01/01/2026. The Township has been expanding on our stormwater infrastructure map to include these requirements. |
| 2. Describe any regional projects or collaboration efforts with other municipalities. |
| No regional projects or collaboration efforts with other municipalities are proposed at this time; however, the Township is open to future opportunities. |
| 3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan. |
| Logs of all comments received during public information sessions and minutes from meetings will be kept in the municipal clerk's office |

Appendix A – Outfall Map(s)



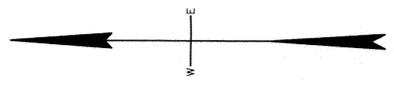
TOWNSHIP OF LONG HILL

BOROUGH OF UGHEWEN

THE DISTRICTS UTILIZED AS A BASIS FOR THIS PLAN ARE SHOWN ON THE MAP OF CHATHAM COUNTY, NEW JERSEY, PREPARED BY THE CHATHAM COUNTY ENGINEERS AND SURVEYORS IN 1966. THE BOUNDARIES SHOWN ON THIS MAP HAVE NOT BEEN LOCATED BY FIELD SURVEY. THE DISTRICTS SHOWN ON THIS MAP WERE OBTAINED FROM THE CHATHAM COUNTY ENGINEERS AND SURVEYORS. THE BOUNDARIES SHOWN ON THIS MAP WERE OBTAINED FROM THE CHATHAM COUNTY ENGINEERS AND SURVEYORS. THE BOUNDARIES SHOWN ON THIS MAP WERE OBTAINED FROM THE CHATHAM COUNTY ENGINEERS AND SURVEYORS.

NOTE: APPROXIMATE BANKS WERE TAKEN FROM THE 1975 SURVEY OF THE PASSAIC RIVER AND THE NATIONAL MESSAGE INDICATE (FIGURE 22)

NOTE: CONNECTION TO CURB AND SYSTEM COULD NOT BE CONFIRMED



LEGEND

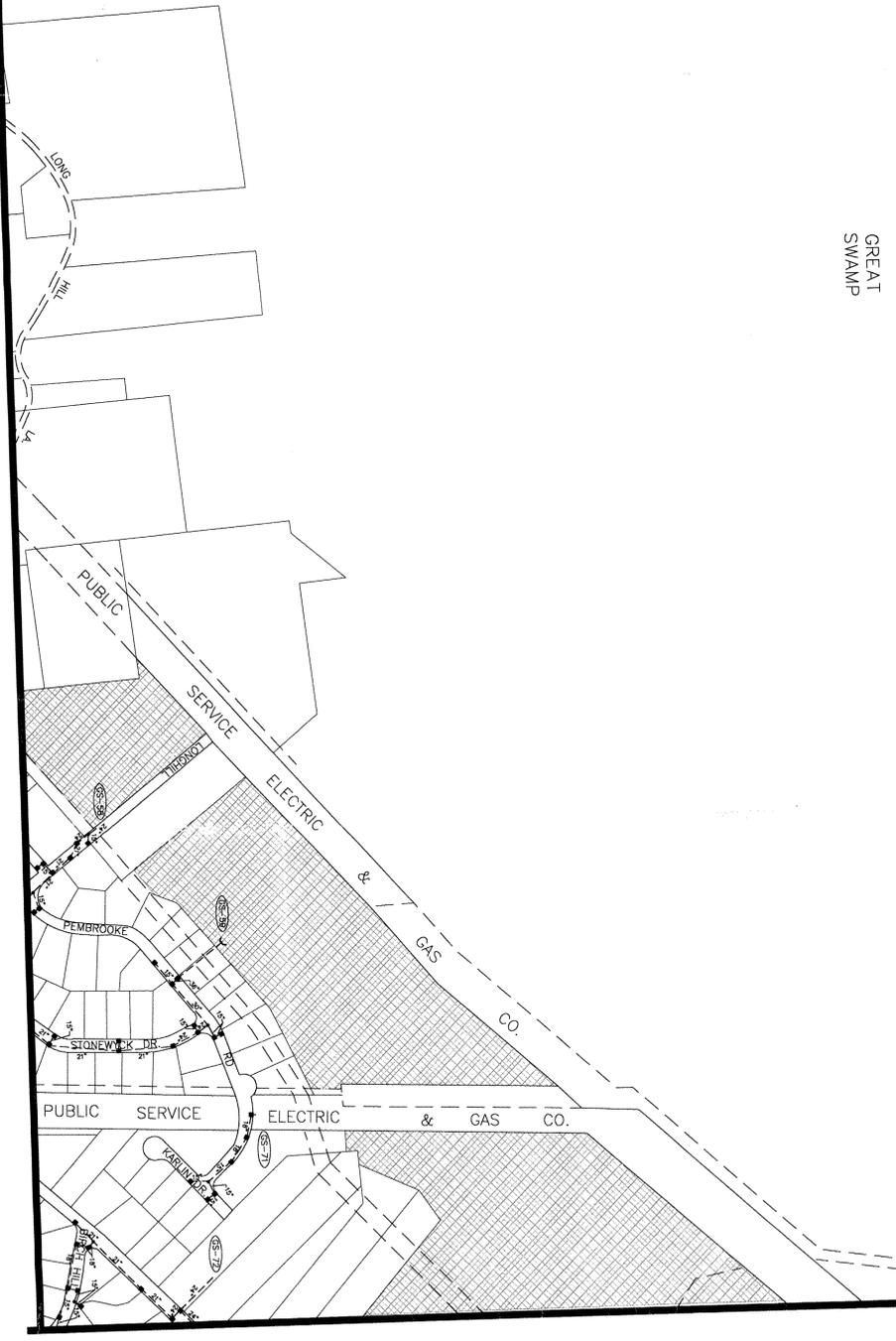
- EXISTING STORM SEWER MAINLINE -
- EXISTING INLET -
- EXISTING STORM SEWER -
- DESIGNS STORMWATER OUTFALL WITHIN -
- GREAT SWAMP BASIN -
- DESIGNS STORMWATER OUTFALL WITHIN -
- PASSAGE RIVER BASIN -
- FLOW -
- TOWNSHIP LANDS -
- SANITARY LANDFILL AREA -

SHEET INDEX



TOWNSHIP OF HARDING
TOWNSHIP OF LONG HILL

MATCH LINE
SHEET NO. 1



MS
Engineers & Planners & Surveyors
Landscape Architecture
Professional Registration
1000 Pennsylvania Avenue, Suite 200
Philadelphia, PA 19106-3600
Tel: (215) 562-1000

**STORM WATER SYSTEM MAPS
FOR TOWNSHIP OF CHATHAM**
SHT. NO. 2 OF 6
DATE: DEC. 1996

MATCH LINE
SHEET NO. 5

MATCH LINE
SHEET NO. 6

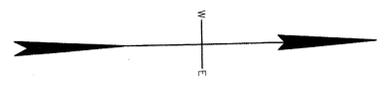
MATCH LINE SHEET NO. 3

JOP&L CO.
TEXAS EASTERN TRANSMISSION CORP.

ALL LANDS ON THIS SHEET ARE TRIBUTARY TO THE GREAT SWAMP

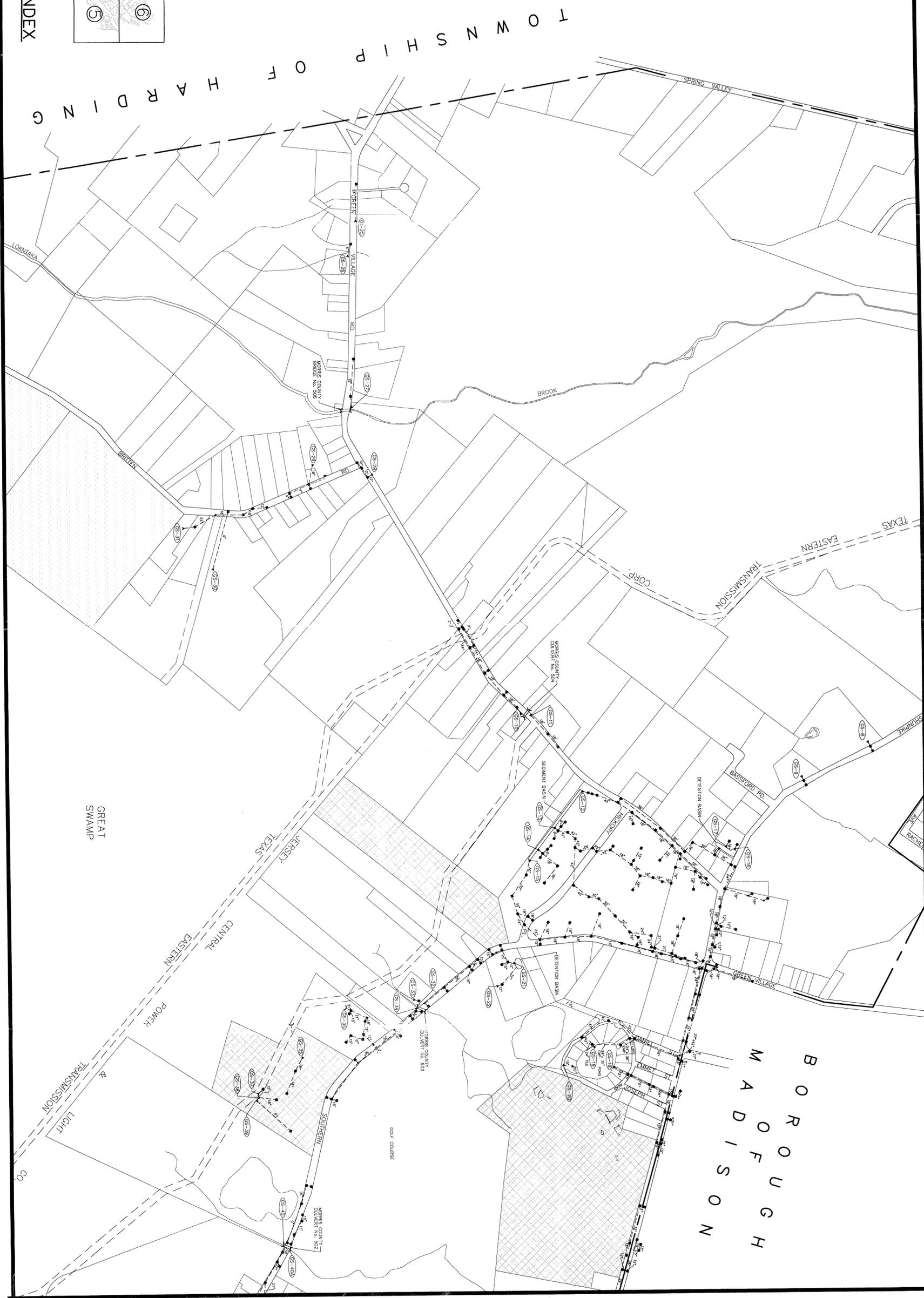
SHEET INDEX

| | | | |
|---|---|---|---|
| ① | ② | ③ | ④ |
| | ⑤ | ⑥ | |

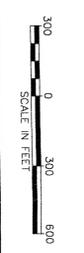


MATCH LINE SHEET NO. 2

MATCH LINE SHEET NO. 4



- LEGEND**
- EXISTING STORM SEWER MANHOLE - (circle with dot)
 - EXISTING INLET - (circle with horizontal line)
 - EXISTING STORM SEWER - (solid line)
 - PROPOSED STORMWATER OUTFALL WITHIN GREAT SWAMP BASIN - (dashed line)
 - PROPOSED STORMWATER OUTFALL WITHIN PASADENA RIVER BASIN - (dashed line with arrow)
 - FLOW - (arrow)
 - TOWNSHIP LANDS - (cross-hatched pattern)
 - SANITARY LANDFILL AREA - (stippled pattern)



MASER, SOSINSKI & ASSOCIATES, P.A.
 Engineers • Planners • Surveyors
 Landscape Architects
 20 Tremont Avenue (Route 7)
 Chatham, NJ 07825
 Tel. No. (908) 283-3000

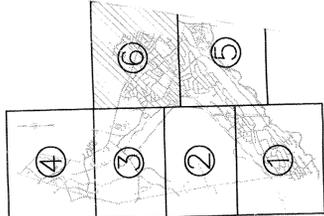
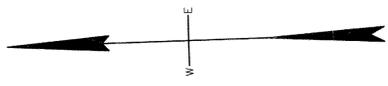
**STORM WATER SYSTEM MAPS
 FOR TOWNSHIP OF CHATHAM**
 JOB NO. 954746
 SHT. No. 3 of 6
 DATE: J.C. 1996

ALL LANDS ON THIS SHEET ARE TRIBUTARY TO THE GREAT SWAMP

MATCH LINE SHEET NO. 6

BOROUGH OF MADISON

BOROUGH OF CHATHAM



SHEET IND

- LEGEND**
- EXISTING STORM SEWER MANHOLE
 - EXISTING STORM INLET
 - EXISTING STORM SEWER
 - DENOTES STORMWATER OUTFALL WITHIN GREAT SWAMP BASIN
 - DENOTES STORMWATER OUTFALL WITHIN PASSAIC RIVER BASIN
 - FLOW
 - ▨ TOWNSHIP LANDS
 - ▨ BOARD OF EDUCATION LANDS

STORM WATER SYS FOR TOWNSHIP OF
 JOB NO. 95424G
 SCALE: 1"=300'

MS
 MASER SUDSKIN & ASSOCIATES, P.A.
 Engineers • Planners • Surveyors
 Landscape Architects
 35 Franklin Avenue (Route 79)
 Madison, NJ 07043
 Tel: (908) 527-1900



MATCH LINE SHEET NO. 5

MATCH LINE SHEET

MATCH LINE NO. 2