

# Stormwater Pollution Prevention Plan

SWEDESBORO  
GLOUCESTER COUNTY  
NJPDES# NJ0150584

April 27, 2023

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## SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

<b>Stormwater Program Coordinator (SPC)</b>	
Print/Type Name and Title	<b>Thomas Fromm - Mayor</b>
Office Phone # and eMail	<b>856-467-0202; tfromm@swedesboro-nj.us</b>
Signature/Date	
<b>Individual(s) Responsible for Major Development Project Stormwater Management Review</b>	
Print/Type Name and Title	Wayne Roorda, Jr., PE – Bryson & Yates, Borough Engineer
Print/Type Name and Title	Edward F. Farrell III, PE CME – Bryson & Yates- Engineer
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
<b>Other SPPP Team Members</b>	
Print/Type Name and Title	Keith Lamb – Superintendent Public Works
Print/Type Name and Title	Lois Elder – Borough Clerk
Print/Type Name and Title	

## 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.	12/17/2018		4/30/2019	Update Borough Clerk and populate new form
2.	9/22/2020		9/22/2020	Update PW Superintendent & other items
3.	4/27/2023		4/27/2023	Update Borough Engineers
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### 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:	<a href="http://www.historicswedeseboro.com/">http://www.historicswedeseboro.com/</a> Specifically: <a href="http://www.historicswedeseboro.com/boards-commissions-departments/public-works-streets/stormwater/">http://www.historicswedeseboro.com/boards-commissions-departments/public-works-streets/stormwater/</a>
2. Date of most current SPPP:	December 17, 2018
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	<a href="http://www.historicswedeseboro.com/boards-commissions-departments/public-works-streets/stormwater/">http://www.historicswedeseboro.com/boards-commissions-departments/public-works-streets/stormwater/</a>
4. Date of most current MSWMP:	April 30, 2018
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	<a href="http://www.historicswedeseboro.com/government/ecode/">http://www.historicswedeseboro.com/government/ecode/</a> Borough of Swedesboro 1500 Kings Highway Swedesboro, NJ 08085
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>For meetings where public notice is required under the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) the Borough of Swedesboro provides a public notice in a manner that complies with the requirements of the Act. Also, in regard to the passage of Ordinances the Borough of Swedesboro provides public notice in the manner that complies with the requirements of N.J.S.A. 40:49-1 et seq. In addition for municipal actions (e.g. adoption of the stormwater management plan) subject to public notice requirements in the Municipal Land Use Law (N.J.S.A. 40:55D-1) the Borough of Swedesboro complies with these requirements.</p> <p>Digital copies of the Stormwater Pollution Prevention Plan and the Municipal Stormwater Management Plan are available to view on the Borough of Swedesboro website.</p> <p>Our council meetings are held the first and third Monday of every month at 7 pm barring any holidays. The meeting will be the following Tuesday evening at 7 pm.</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.

The Borough is aware of the twelve point requirement of the Local Public Education Program.

Category 1: We post our stormwater information online under our Public Works section – [www.historicswedeseboro.com](http://www.historicswedeseboro.com) <https://www.ecode360.com/documents/pub/SW0669/Misc.Documents?>

Also, we have existing green infrastructure and four new signs citing our pet handling ordinance.

Category 2: Our annual distribution in July, we send out stormwater brochures with other Borough information. We have copies available at the Borough Hall counter and at the Library.

Our community event is held each year on the last Saturday of September in coordination with our Swedesboro-Woolwich Day Celebration. We will have brochures and information about wastewater and watersheds that impact our community at our booth. A representative from Borough Hall will man the table and be available to answer any question that resident(s) may have.

In addition, we will send out a copy of our Pet Solid Waste (Ch. 89:17 – 89:22) and Leaf Pick-Up responsibilities (Ch. 276:37) with our Pet License Reminders at the end of each year.

Category 3: Our Chairmen for Parks and Recreation schedules clean-up parties typically on Saturdays for school children, volunteers, or community service folks in the spring, summer, and fall seasons.

Category 4: We have a yearly event around Lake Narraticon. A permit is obtained to lower the lake, giving the folks a two week timeframe to clean out debris, limbs and trees out of the lake. The event is in October around Columbus Day.

Also, all of our information is posted on our website <http://www.historicswedeseboro.com>

More local education and school involvement should be researched going forward as mentioned in requirements of Tier A Stormwater Permit Attachment B.

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.

We inform business of the hazards of illicit connections through the mailing in July and the website including the proper disposal of waste through collections or County drop off disposal sites.

Our current Illicit Connection Elimination program focuses on the elimination of improper connections to the storm sewer system, elimination of illegal dumping into storm sewers, and minimizing the amount of seepage into the storm water system from the sanitary and sewer systems.

To meet this goal, the Borough's Public Works Department will inspect its outfalls annually and check

for illicit connections. They will use the NJDES Illicit Connection Inspection Report Form to track any Illicit Connections.

The Borough's Hotline for reporting spills and illegal dumping is (609) 929-6250.

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

The Borough Clerk, Lois Elder keeps a copy and maintains the public education and outreach records in an office file. Also, some of the documents are on the website. There is an electronic copy kept on her computer for updates as well.

## 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’?
Any development that provides for ultimately disturbing one or more acres of land. “Disturbance” for the purpose of this chapter is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting or removing of vegetation.
2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?
No, there is no difference to the approach of residential versus non-residential projects.
3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?
All projects must follow the guidelines listed in our Chapter 280 Stormwater Control Ordinance. All project must go through municipal standards set forth in this chapter by incorporating the nine nonstructural strategies in Subchapter 5 of the NJ Stormwater Management Rules (N.J.A.C. 7:8-5) and set forth in our Chapter280-2C(4)(a).
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><b>Checklist requirements for application of a major development are plans including the following;</b></p> <p><b>1. Topographic base map</b></p>



<ol style="list-style-type: none"> <li>2. Environmental site analysis             <ol style="list-style-type: none"> <li>a. A discussion of environmental critical areas</li> <li>b. Detailed soil conditions at installation of stormwater sites</li> </ol> </li> <li>3. Project description and site plan(s)</li> <li>4. Land use planning and source control plan             <ol style="list-style-type: none"> <li>a. Submit a detailed land use planning and source control plan                 <ol style="list-style-type: none"> <li>i. Protect areas that provide water quality benefits</li> <li>ii. Minimize impervious surface disturbances</li> <li>iii. Maximize the protection of natural drainage and vegetation</li> <li>iv. Minimize the decrease in the predevelopment time of concentration</li> <li>v. Minimize land disturbance</li> <li>vi. Minimize soil compaction and all other soil disturbances</li> <li>vii. Provide low maintenance landscaping</li> <li>viii. Provide vegetated open-channel conveyance systems</li> <li>ix. Provide other source controls to prevent or minimize the use of pollutants</li> </ol> </li> <li>b. High pollutant areas must demonstrate the requirements of Chapter 280-4 are met</li> <li>c. Preserve existing trees and vegetation based on minimum Chapter 200 Land Use Procedures</li> </ol> </li> <li>5. Stormwater management facilities map             <ol style="list-style-type: none"> <li>a. Total area disturbed</li> <li>b. Details of stormwater management plan before, during, and after construction</li> </ol> </li> <li>6. Calculations: comprehensive hydrologic and hydraulic design</li> <li>7. Inspection, maintenance and repair plan             <ol style="list-style-type: none"> <li>a. Frequency inspections are made</li> <li>b. Specific maintenance and requirements for each structural and nonstructural BMP</li> <li>c. Name, address, and telephone number person responsible for implementing this plan</li> <li>d. Reporting requirements</li> <li>e. Copies of inspection and maintenance reporting logs</li> </ol> </li> <li>8. Exception from submission requirements</li> </ol>	
<p>9. Does the Municipal Stormwater Management Plan include a mitigation plan?</p>	<p style="text-align: center;"><b>Yes, Section 9 of the MSWMP</b></p>
<p>10. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?</p>	<p style="text-align: center;"><b>The approved applications for any major development projects along with their summary sheets and any mitigation plans are stored in the planning office file cabinet.</b></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	02/20/07	<a href="https://www.ecod&lt;br/&gt;e360.com/15313&lt;br/&gt;308">https://www.ecod e360.com/15313 308</a>	No	Police Dept.
2. Wildlife Feeding permit cite IV.B.5.a.ii	02/20/07	<a href="https://www.ecod&lt;br/&gt;e360.com/15313&lt;br/&gt;321">https://www.ecod e360.com/15313 321</a>	No	Police Dept.
3. Litter Control permit cite IV.B.5.a.iii	06/07/87	<a href="https://www.ecod&lt;br/&gt;e360.com/15314&lt;br/&gt;121">https://www.ecod e360.com/15314 121</a>	No	Police Dept. or Code Enforcement
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	12/20/10	<a href="https://www.ecod&lt;br/&gt;e360.com/15314&lt;br/&gt;625">https://www.ecod e360.com/15314 625</a>	No	Construction Code, Code Enforcement, Recycling Coordinator, or duly authorized member of the Police Dept.
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	12/20/10	<a href="https://www.ecod&lt;br/&gt;e360.com/15314&lt;br/&gt;680">https://www.ecod e360.com/15314 680</a>	No	Code Enforcement, Police Dept., or Public Works Mgr.
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	05/04/09	<a href="https://www.ecod&lt;br/&gt;e360.com/15309&lt;br/&gt;668">https://www.ecod e360.com/15309 668</a>	No	Police Dept., or Municipal Official
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	06/19/06	<a href="https://www.ecod&lt;br/&gt;e360.com/15309&lt;br/&gt;695">https://www.ecod e360.com/15309 695</a>	No	Municipal Eng.
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	02/20/07	<a href="https://www.ecod&lt;br/&gt;e360.com/15309&lt;br/&gt;634">https://www.ecod e360.com/15309 634</a>	No	Police Dept.
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	12/20/10	<a href="https://www.ecod&lt;br/&gt;e360.com/15314&lt;br/&gt;666">https://www.ecod e360.com/15314 666</a>	No	Const. Code, Code Enforcement, Recycling Coordinator, collection agency,

				authorized member of Police Dept.
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Indicate the location of records associated with ordinances and related enforcement actions:

The location of ordinances is stored and available on the <http://www.historyswedesboro.com/> website. The location of records associated with ordinance violations are related to the enforcement body. Police tickets issued for violations will be stored in Woolwich Twp. Court records. Code Enforcement, Public Works Mgr., or Borough Official violations are stored in a file cabinet and/or in our IWorQ database. Construction Code violations are stored with Construction Code office in Woolwich Twp.

## 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 streets required by NJDES permit are; Second Street, Richardson Avenue, Railroad Avenue, Church Street, Third Street, Leahy Avenue, Guest Avenue, Fow Avenue, and Broad Street.

These streets are schedule for sweeping once a month. Completed by Excell Maintenance Services, Inc.

STREET SWEEPING- 1X PER MONTH:

-SECOND STREET -RICHARDSON AVENUE -RAILROAD AVENUE -CHURCH STREET  
-THIRD STREET -GUEST AVENUE -FOW AVENUE -BROAD STREET -PARK AVENUE  
-LEAHY AVENUE

STREET SWEEPING- 3X PER YEAR: JUNE, SEPTEMBER AND DECEMBER:

-MAYBROOK AVENUE -STYVESTANT DRIVE -FRANKLIN STREET (MILL HILL)  
-REDROW AVENUE -LAKEVIEW DRIVE  
-ANDERSON AVENUE -THOMPSON AVENUE -EAST AVENUE -POPLAR  
STREET -CHESTNUT STREET  
-MECHANIC STREET -HATTON COURT -HORNER LANE -HURFF  
COURT -BRIDGEPORT AVENUE  
-LORE DRIVE -SHOEMAKER DRIVE -SOUTH AVENUE -TURNER  
AVENUE -MAYHEW AVENUE  
-WEST AVENUE -GRANT AVENUE -ALLEN STREET -ASHTON  
AVENUE -WATER STREET  
-HELMS AVENUE -VANNEMAN AVENUE -WEATHERBY AVENUE

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.

These streets are NOT required by NJDES permit; Maybrook Avenue, Styvesant Drive, Franklin Street (Mill Hill), Redrow Avenue, Lakeview Drive, Park Avenue, Thompson Avenue, East Avenue, Poplar Street, Chestnut Street, Mechanic Street, Hatton Court, Horner Lane, Hurff Court, Bridgeport Avenue, Lore Drive, Shoemaker Drive, South Avenue, Turner Avenue, Mayhew Avenue, West Avenue, Grant Avenue, Allen Street,, Ashton Avenue, Water Street, Helms Avenue, Vanneman Avenue, Weatherby Avenue, Anderson Avenue

These streets are schedule for sweeping once a quarter. Excell Maintenance Services, Inc.

STREET SWEEPING- 3X PER YEAR: JUNE, SEPTEMBER AND DECEMBER:

-MAYBROOK AVENUE -STYVESTANT DRIVE -FRANKLIN STREET (MILL HILL)  
-REDROW AVENUE -LAKEVIEW DRIVE  
-ANDERSON AVENUE -THOMPSON AVENUE -EAST AVENUE -POPLAR  
STREET -CHESTNUT STREET

-MECHANIC STREET -HATTON COURT -HORNER LANE -HURFF COURT -BRIDGEPORT AVENUE  
-LORE DRIVE -SHOEMAKER DRIVE -SOUTH AVENUE -TURNER AVENUE -MAYHEW AVENUE  
-WEST AVENUE -GRANT AVENUE -ALLEN STREET -ASHTON AVENUE -WATER STREET  
-HELMS AVENUE -VANNEMAN AVENUE -WEATHERBY AVENUE

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

The Borough of Swedesboro does not provide street sweeping services outside of its boundary.

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.

The records are stored on paper in the storm water binder.

Each month's log of street sweeper activity in 2019 are:

March – 38 CY

April – 45 CY

May - 54 CY

June – 35 CY

July – 50 CY

August - 47 CY

September – 35 CY

October – 58 CY

November - 45 CY

December – 25 CY

TOTAL – 432 CY from Excell Maintenance Services, Inc.

No streets outside the municipality were attempted.

## 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 Swedesboro has a program to clean and request maintenance records of private basins. Inspect outfalls, and inspect and clean drainage basins on at least a yearly basis. A copy of our prioritized schedule for facility maintenance is available upon request</p>
<p>2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.</p>
<ul style="list-style-type: none"> <li>• Inlets 112 -114 are constantly filled with debris, i.e. dead leaves. These inlets are located at the intersection of East and Park Avenues</li> <li>• Inlet 183 has a flooding issue. There are numerous cracks in the drain pipe where debris is restricting flow downstream. The location is at the intersection of Leahy and Weatherby Avenues.</li> <li>• County Inlets 9 – 10 and 197 – 198 do not drain. They are filled with sand and concrete. The County Engineer indicated runoff storm drains at Raccoon Creek are able to handle the rainwater going forward.</li> <li>• Inlet 106 located at the bottom of a steep hill does accumulate debris consisting of dead leaves during the fall months.</li> </ul>
<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>Cleanup activity for stormwater inlets is increased during the fall months to minimize clogging by leaf debris. Conditions of Stormwater Inlet 183 and the downstream piping were reported to Borough Engineer for repair and /or replacement consideration. The Borough’s semi-annual and/or yearly stormwater inlet cleanup also alleviates drainage issues.</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>Our department of Public Works has labeled some stormwater inlets which are inspected annually during the fall and sometimes in the spring as well. The inlet labels are repainted as necessary with spray paint and stencils. This effort was carried out by Swedesboro’s Public Works employees. The Borough intends to replace the painted stencil labeling with aluminum marker discs in 2020-2021.</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>

The records on private catch basins and Borough storm drain inlets inspections and quantity of materials collected are stored in the Borough of Swedesboro office stormwater log book.

## 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.
The Borough of Swedesboro current procedure listed in Ordinance Chapter 262 Sections 34 through 39 for retrofitting storm drain inlets occurs when funding has been acquired for repaving of a street. At the time of repaving or reconstruction, the work will include the retrofitting of any inlets along that street.
2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.
The retrofits performed in the Borough of Swedesboro are inspected by the Borough Engineer.
3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.
The retrofitting of privately owned existing storm drain inlets are identified by the Swedesboro Public Works Department, reported to private owner for replacement, and after replacement inspected by the Borough Engineer.
4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.
The design engineer will inspect privately owned storm drain inlet retrofits after notification installation is complete. The design engineer will sign off on the completion once verified the inlet retrofit is correctly installed.



## **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:

**130-140 Chestnut Street, Swedesboro, NJ 08085**

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 – No salt, wood or metal is stored at our facility

Intermediate products – cold patch

Final products – Concrete, PVC and plastic pipe on site. Also, empty plastic waste containers

Waste materials – Only in receptacles for trash day.

By products – existing millings on site ground as pavement

Machinery – Backhoe, Four pickup and a dump trucks

Fuel – Gas and diesel on site and stored in appropriate containers in a building cabinet. Also, our generator has a diesel tank within the cabinet

Lubricants – Hydraulic, motor, and waste oil stored inside building

Solvents – stored in the building

Detergents related to municipal maintenance yard or ancillary operations – variety of hand soaps and True Green products stored in the building

Other –

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

<p>ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.</p>	
<p>1. Fueling Operations</p>	<p>N/A Fueling takes place off premise at Gloucester County Public Works Yard located in Woolwich Township. We do not have a SOP for Fueling Operations, as we don't have a refueling station within the Borough.</p>
<p>2. Vehicle Maintenance</p>	<p>Maintenance repairs are sent out to local contractors / mechanics. Any small house spills are covered with a drip pad or oil dry. The Public Works Garage has padding and dam materials for large spills. Borough owned vehicles and equipment will be inspected monthly to ensure that the SOP is met.</p>
<p>3. On Site Equipment and Vehicle Washing</p>	<p><i>See permit attachment E for certification and log forms for Underground Storage Tanks.</i></p>
	<p>We do not wash any vehicles on-site. There is some rinsing from time to time.</p>
<p>4. Discharge of Stormwater from Secondary Containment</p>	
	<p>N/A</p>
<p>5. Salt and De Icing Material Storage and Handling</p>	<p>The Borough of Swedesboro does not store any de-icing materials. We have an inter-local agreement with the Township of Woolwich in regards to salt or de-icing materials. They are picked up when needed.</p>

6. Aggregate Material and Construction Debris Storage

The Borough of Swedesboro does not store any construction debris on site. However, there is periodically a small pile of topsoil, cold patch, or stones on site for maintenance repairs.

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

All spoilage from street sweepings, catch basins and pollutant other materials are either disposed of at the County yard in Swedesboro or at the county landfill in the proper manner.

8. Yard Trimmings and Wood Waste Management Sites

The Borough of Swedesboro offers weekly yard waste pick-up for the months of March through October. For the months of November through February the Borough offers yard waste pick-up based on the collection schedule, which is mailed to our residents annually, as well as posted on our website and bulletin board. This service is provided to our residents as an environmentally conscious means for disposing of yard waste. The Borough collects yards waste in the form of grass, leaves, and brush. Wood is disposed of depending on size, clean (not painted or stained) or amount as trash or recycling. Current recycling brochures outline the characteristics of each.

9. Roadside Vegetation Management

The Borough of Swedesboro manages roadside vegetation via mowing or weeding. Herbicides are not used along any of these areas.

## SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

<p><b>A. Municipal Employee Training:</b> 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	<b>Clerk</b>
2. Stormwater Facility Maintenance	Every year	<b>Clerk</b>
3. SPPP Training & Recordkeeping	Every year	<b>Public Works</b>
4. Yard Waste Collection Program	Every 2 years	<b>Public Works</b>
5. Street Sweeping	Every 2 years	<b>Public Works</b>
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Storm Water
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Storm Water
8. Waste Disposal Education	Every 2 years	Waste Management
9. Municipal Ordinances	Every 2 years	Clerk
10. Construction Activity/Post Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Borough Engineer
<p><b>B. Municipal Board and Governing Body Members Training:</b> 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 <a href="http://www.nj.gov/dep/stormwater/training.htm">www.nj.gov/dep/stormwater/training.htm</a>.</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</p>		

documenting the names, video titles, and dates completed for each board and governing body member. Training documentation is stored under the employee training section Attachment “E” of Stormwater Binder

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](http://www.nj.gov/dep/stormwater/training.htm) Martin Sander, PE, and Wayne Roorda, Jr., PE of Federici and Akin have completed the course May 10-11, 2017 and July 31, August 1, 2018 respectively.

## 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.

**C:\gisdata\GIS-STORM-OUTFALL.shp**

*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](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.

**Inspections take place in the early spring and late fall on dry weather days. The inspections are random. The inspection records are located in the Storm Water Binder in the superintendent's office. The findings on the inspections completed indicate that there are no illicit discharges connections.**

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.

**The Borough of Swedesboro inspects its outfalls over a two year period. Also, during the same inspection, inspect for any stream scouring issues. The remediation of any observed scouring is handled immediately. There have not been any issues noted over the last two years.**

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 ( ) 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.*

**Our current Illicit Connect Program focuses on the elimination of improper connections to the storm sewer system. Elimination of illegal dumping into storm sewers and minimizing the amount of seepage into the storm water system from the sanitary and sewer systems.**

**To meet this goal, the Borough's Public Works Department will inspect its outfalls annually and checking for illicit connections. They will use the NJPDES Illicit Connection Inspection Report Form to track any illicit connections going forward.**

**The Borough's hotline to report illegal dumping or spills is (609) 929-6250.**

**Any sightings will be inspected and forms will exist in the Stormwater log book under illicit connections.**



## 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 Borough of Swedesboro has a program to clean basin, inspect outfalls, and inspect drainage basins on at least a bi-yearly basis. A copy of the prioritized schedule for facility maintenance is available upon request.

Our maintenance program includes the control the weeds and trees from growing over the basins, Rip-Rap, and culverts throughout the Borough on an as needed basis.

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 has two Homeowner Association (HOA) developments that are responsible for maintaining three stormwater basins. The HOAs are responsible for inspections relating to major developments. The inclusion of records on structural issues, general maintenance, access, clean up, and testing of permeability. The records are required annually by the Borough from the respective HOAs. The HOAs have recently been provided copies of maintenance handbooks and templates to aid in their reporting efforts.

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.

The files for inspection and maintenance logs are in the Borough's Stormwater Book, within the Stormwater directory, and the Borough IWorks software system.

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](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/](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](http://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.

### Applicable Stream TMDL(s)

- Total Maximum Daily Loads for Polychlorinated Biphenyls (PCBs) for Zones 2 - 5 of the Tidal Delaware River  
Polychlorinated Biphenyls (PCBs) - 2003 : Raccoon Creek (Swedesboro Rd-Russell Mill Rd) : [View the TMDL Document](#)
- Total Maximum Daily Loads for Polychlorinated Biphenyls (PCBs) for Zones 2 - 5 of the Tidal Delaware River  
Polychlorinated Biphenyls (PCBs) - 2003 : Raccoon Creek (below Swedesboro Rd) : [View the TMDL Document](#)

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

The Borough takes into consideration the location of the TMDL areas noted in the TMDL report and attempts to increase inspection activity / frequency to confirm SWM facilities are functioning as designed. Random sampling for PCB levels has been performed to monitor levels at different locations throughout the Borough. The Borough may increase sampling at locations noted on the TMDL report.

## SPPP Form 15 – Optional Measures

All records must be available upon request by NJDEP.

1. Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution.

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

Yes, the Borough adopted a Refuse Containers and Dumpsters ordinance on May 2, 2009 by Ordinance No. 9-2009.