

Stormwater Pollution Prevention Plan

TOWNSHIP OF PENNSVILLE

SALEM COUNTY

NJPDES # NJG0149098

Annual Review Date: June 2, 2023

Stormwater Program Coordinator: Thomas H. Gant

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Thomas H. Gant	
Phone	856.678.7331 Ext. 6615	Email	tgant@etsengineersconsulting.com
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Mark R. Brunermer, Township Engineer – Sickels and Associates	
Phone	856.848.6800	Email	mrb@sickelsassoc.com
Name and Title		Stephen Cosaboon, Project Engineer – Sickels and Associates	
	856.848.6800	Email	sac@sickelsassoc.com
Other Municipal Stormwater Team Members			
Name and Title		Robert Desparrois, Foreman Public Works Dept.	
Phone	856.678.7331	Email	rdesparrois@pennsvillewater.com
Name and Title		Jack Lynch, Administrator	
Phone	609.861.7000	Email	jack@etsengineersconsulting.com
Name and Title		Bernie Sennstrom, GIS/Zoning Admin Officer	
Phone	856.678.7331	Email	bsennstrom@pennsvillewater.com
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	
N/A			

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
7/19/2019	1,2,3,4,5,6,7,8 9,10,11,12,13 14,15	Revisions were made to update the existing SPPP to meet new Stormwater Permit requirements.
8/15/2019 9/5/2019	All Stormwater Ordinances	Revisions were made to all Stormwater Ordinances to follow the NJDEP Model Ordinances and will be placed in the Stormwater Mgt. section on the Township website.
2/4/2021	Municipal Stormwater Management Plan 3,5,6	NJDEP Requirement
2/18/2021	Stormwater Control Ordinance	NJDEP Requirement
6/8/2022	N/A	Review SPPP
6/2/2023	All forms revised to follow NJDEP Template	Revised to follow NJDEP Template SPC change Review

Form 3 – Public Announcements
Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.pennsville.org/about-us/community-information/stormwater-management/
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Angela Foote, 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.
https://www.pennsville.org/about-us/community-information/stormwater-management/ https://www.pennsville.org/ The Annual Township Calendar, which has stormwater educational material, is mailed to all residents and businesses in Pennsville. Pet Waste information is distributed to residents when obtaining pet licenses. Stormwater related informational handouts are available at Township Tax Office

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

Part IV.E.

<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>Please refer to Stormwater Control Ordinance for definition of Major Development (page 6 of 36)</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 adopted SCO is the same as the NJDEP Model Ordinance. The Township did not adopt more stringent standards.</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>The Township currently reviews all new development and redevelopment projects to ensure compliance with the New Jersey Residential Site Improvement Standards and the Stormwater Control Ordinance for stormwater where these standards apply. All projects where the Board has jurisdiction are reviewed by the Board Engineer. The stormwater review is supported by the review escrow that is posted at the time of application. Typically, there are multiple review iterations prior to final design acceptance.</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>
<p>Yes. The mitigation plan in the MSMP outlines the necessary steps for a developer or project owner to design and implement mitigation design.</p> <p>Copies are located in the Construction Code / Zoning Office</p> <p>N/A - No variances have been granted.</p>
<p>5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.</p>
<p>May 20, 2005 February 18, 2021</p>
<p>6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.</p>
<p>June 16, 2005 February 4, 2021</p>

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	5/5/2005 8/15/2019	Yes	Animal Control Officer / Police Dept.	\$100-500
2. Wildlife Feeding	5/5/2005 8/15/2019	Yes	Police Dept.	\$100-500
3. Litter Control	5/5/2005 8/15/2019	Yes	Police Dept.	\$100-500
4. Improper Disposal of Waste	5/5/2005 8/15/2019	Yes	Police Dept.	\$500-5000
5. Yard Waste	5/5/2005 8/15/2019	Yes	Police Dept.	\$100-500
6. Private Storm Drain Inlet Retrofitting	7/15/2010 9/5/2019	Yes	Zoning Officer/Township Engineer	\$100-500
7. Illicit Connections	5/5/2005 8/15/2019	Yes	Certified Public Works Manager	\$500-5000
8. Privately-Owned Salt Storage		Pending	Code Enforcement	\$___
9. Tree Removal- Replacement		Pending	Code Enforcement	\$___
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.				
<i>Refuse Container/Dumpster Ordinance 6/17/2010; 8/15/2019; Yes; Zoning Officer/Housing Official/Assistant Housing Officer \$100-500</i>				
Indicate the location of records associated with ordinances and related violations and enforcement actions below.				
Township of Pennsville Public Works Department 110 Industrial Park Road Pennsville, New Jersey 08070	Township of Pennsville Construction Code Office 90 North Broadway Pennsville, New Jersey 08070	Township of Pennsville Police Department 90 North Broadway Pennsville, New Jersey 08070		

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.

All Permit required Township streets are swept throughout the year. This includes streets which are not required (County/State owned and streets without curb/gutter). Pennsville does not have shared services with another entity for street sweeping. Street sweeping schedule consists of beginning (at the “top end of town”) Deepwater and continuing through town to the southernmost end; this continues throughout the year weather permitting.

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

N/A

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 inlet and catch basin cleaning and inspections. Inspections are also conducted during normal Public Works operation (brush chipping, street sweeping, etc..). Missing labels are noted and scheduled to be installed by the Public Works Dept Foreman.
- b. Municipal inlets are retrofitted during annual road repaving projects. Private inlets are inspected as required. During Public Works operations staff will look for inlets that need to be replaced and notify appropriate owners.
- c. The Township Engineers office includes it as part of the annual road repaving projects.
- d. Visual inspection during street sweeping operations, during routine cleaning and inspections of catch basins. As required by Stormwater Permit. When debris is present. Trouble areas are inspected more frequently.

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. As required by Stormwater Permit – annually; all are inspected once per year.
 - b. When debris is present and affecting flow and visual inspection.

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.

Inspections occur when performing inspections of catch basins and inlets and during daily rounds of the Public Works Department throughout town. Drainage issues are reported to the Public Works Department Foreman and road crew for further inspection and cleaning.

In preparation of the annual road repaving project – prospective street catch basins, inlets and stormwater mains are inspected and cleaned prior to repaving.

The following equipment is used –

- *Video inspection equipment with recording capabilities*
- *Vacuum Truck*
- *Jet truck*
- *Hand tools*

When needed stormwater mains are CIPP relined by outside contractor. Prior to relining the stormwater mains are cleaned and inspected a second time.

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.

N/A

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.

- a. As required by Stormwater Permit; all are inspected once per year.
- b. Visual inspection annually 72 hours after a rain event for type of debris, odor, and discoloration.
- c. Flashlight, rake, shovel.

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.

Municipally owned basins are inspected once per year. Trash and debris are collected and disposed of. Vegetative overgrowth is noted and scheduled for cutting.

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.

- a. Stormwater facilities not owned or operated by the Township are inspected annually with findings reported on appropriate logs sheets.
- b. Owners are notified of stormwater related issues.

8. Infrastructure Records

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

Pennsville Public Works Department
110 Industrial Park Road
Pennsville, New Jersey 08070

Form 8 – Community-wide Measures

Part IV.F.2.

<p>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.</p>
<p><i>Herbicides are not used.</i></p>
<p>2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.</p>
<p>The Township shall remove within 72 hours excess deicing material from Township roads and parking lots. The excess material can be returned to deicing storage or properly managed for disposal.</p>
<p>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.).</p>
<ul style="list-style-type: none">a. Yard trimmings are collected weekly curbside and placed into roll-off dumpster then hauled to a permitted recycling facility.b. Yard trimmings are chipped weekly curbside then hauled to a permitted recycling facility.
<p>4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.</p>
<p>During storm drain inlets inspections Public Works Dept inspect and check for roadside erosion (shoulders, ditches, and soil) with issues reported to the Public Works Dept Foreman for repair and maintenance.</p>

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: _____

1. Site Name and Address	
Pennsville Township Public Works Department, 110 Industrial Park Road, Pennsville, New Jersey 08070	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
<i>Inspections are conducted monthly during dry and wet weather. Potential stormwater pollution related issues are noted and abated.</i>	
<i>Inspections are also performed during daily Public Works Dept operations at the maintenance site with issues noted and abated.</i>	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Cold patch	Backhoe
	Street Sweeper
4. Discharge of Stormwater from Secondary Containment	
Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.	
N/A	

<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>Yes, please refer to SPPP Fueling Operations Drip pans are used during bulk fueling operations with staff present. Signs are posted prohibiting topping off, with emergency contact information listed. Spill kit is located at the fueling site.</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>Yes, please refer to SPPP Vehicle Maintenance. Tarps are used if maintenance is performed outside along with drip pans.</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>N/A, wash water flows to sanitary sewer.</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>Material is stored inside.</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>Stone and gravel are stored away a minimum 50 feet from water bodies, inlets, and ditches. Grading and haybales / strawbales are used to prevent run on and run off.</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 stored and covered with a tarp. Grading and haybales / strawbales are used to prevent run on and run off.</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>Material is placed into covered roll off dumpsters.</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>Yard trimmings are stored in dumpsters / roll offs with covers. The Township accepts construction waste from residents and stored in roll offs. The Township does not accept construction and demolition debris from contractors.</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 in covered roll off dumpsters.

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.

- a. Inoperable vehicles which the bodies are not intact are inspected, drained of fluid prior to storing, covered with tarps then are taken to recycling facility. The inoperable vehicles are inspected monthly for possible potential stormwater pollution issues.
- b. Vehicles with intact bodies are inspected when conducting monthly maintenance yard inspections.

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
Future NJDEP virtual training

Topic	Municipal Employees
Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos	
Describe the training provided for municipal staff.	
SPPP	NJDEP virtual training / experience
Construction Site Stormwater Runoff	In-person and virtual
Post-Construction Stormwater Management in New and Redevelopment	Video training
Community-wide Ordinances	In-person
Community-wide Measures	In-person / video

Stormwater Facilities Maintenance	In-person / video
Municipal Maintenance Yards and Other Ancillary Operations	In-person / video
MS4 Mapping	Online / video
Outfall Stream Scouring	In-person / video
Illicit Discharge Detection and Elimination	In-person / video

Stormwater Management Design Reviewers	
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.	
Review and approval of stormwater management designs is performed by the municipal engineer for the Township. Reviewers attend the NJDEP Stormwater Management Review Course every 5 years. The current certification is valid through October 4, 2026.	

Municipal Board and Governing Body Members
Describe the training provided for members of the planning/zoning board and municipal council.
Annually the Planning / Zoning Board Members receive stormwater training using the following method – <u>https://njmel.org/mel-safety-institute/webinars/</u>

Training Records
Indicate the location of training records for the above required training.
Public Works Department / Township Engineer Office

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
https://www.pennsville.org/about-us/community-information/stormwater-management/	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	<i>39</i>
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	<i>2</i>
c. MS4 interconnections	<i>0</i>
d. MS4 storm drain inlets	<i>2340</i>
e. MS4 manholes	<i>285</i>
f. Length of conveyance (channels, pipes, ditches, etc.)	<i>106 miles</i>
g. MS4 pump stations	<i>10</i>
h. MS4 stormwater facilities (any that are not listed above)	<i>0</i>
i. Maintenance yard(s) and other ancillary operations	<i>1</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.).	
The Township of Pennsville maintains a GIS Database and Map of the Stormwater Drainage System that is updated as new structures are added via GPS Locating.	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
Same as above.	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.

The Township is developing its Watershed Improvement Plan in accordance with the Tier A Municipal Stormwater General Permit. The Township is working on the Watershed Inventory Report which is the first of three phases of the Plan. The municipal engineer is drafting a preliminary GIS map to depict all watershed data that is available to date. The preliminary GIS map will serve as a basis for the inventory. The Watershed Inventory Report must be completed by December 2025. Phase 2 (Watershed Assessment) and Phase 3 (Watershed Improvement) will follow. The improvements may include water quality projects such as inlet upgrades and green infrastructure to remove certain pollutants from stormwater runoff before entering waterways.

2. Describe any regional projects or collaboration efforts with other municipalities.

The Township is pursuing a bulkhead improvement project along the Delaware River. The existing bulkhead is nearing the end of its expected life. In addition, the bulkhead does not provide adequate protection for current or future flood conditions. The new bulkhead would be installed to a higher elevation. The bulkhead protects the Penn Beach area of the Township.

The Township, through its Emergency Management Office, is participating in a program called the NJ Resilience Accelerator for select coastal communities in the southern part of the State. The program is run by NJDEP and FEMA. The purpose of the program is to provide expertise and facilitate information sharing between similar municipalities.

3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.

The records of the public information sessions will be prepared in the future after the sessions occur. The sessions have not been scheduled at this time, when available, the records will be stored at the highway department offices in the same location as the annual stormwater certifications.