

Municipal Stormwater Pollution Prevention Plan



Borough of Beach Haven
Ocean County

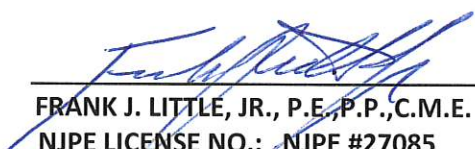
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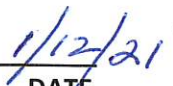
January 12, 2021

PREPARED BY:



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NJPE LICENSE NO.: NJPE #27085


DATE

SPPP Table of Contents

Form 1 – SPPP Team Members (permit cite IV F 1)
Form 2 – Revision History (permit cite IV F 1)
Form 3 – Public Involvement and Participation Including Public Notice (permit cite IV B 1)
Form 4 – Public Education and Outreach (permit cite IV B 2 and Attachment B)
Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program (permit cite IV B 4 and Attachment D)
Form 6 – Ordinances (permit cite IV B 5)
Form 7 – Street Sweeping (permit cite IV B 5 b)
Form 8 – Catch Basin and Storm Drain Inlets (permit cite IV B 2, IV B 5 b ii, and Attachment C)
Form 9 – Storm Drain Inlet Retrofitting (permit cite IV B 5 b)
Form 10 – Municipal Maintenance Yards and Other Ancillary Operations (permit cite IV B 5 c and Attachment E)
Form 11 – Employee Training (permit cite IV B 5 d, e, f)
Form 12 – Outfall Pipes (permit cite IV B 6 a, b, c)
Form 13 – Stormwater Facilities Maintenance (permit cite IV C 1)
Form 14 – Total Maximum Daily Load Information (permit cite IV C 2)
Form 15 – Optional Measures (permit cite IV E 1 and IV E 2)
Attachment 1 – Outfall Map
Attachment 2 – Illicit Connection Inspection Report Form
Attachment 3 – Closeout Investigation Form
Attachment 4 – Permit Attachment D – Major Development Stormwater Summary

SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	James Sferra, DPW Stormwater Coordinator/Recycling Coordinator
Office Phone # and eMail	609-492-2525 Sferra@beachhaven-nj.gov
Signature/Date	
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Frank J. Little, Jr., P.E.,P.P.,C.M.E. – Township Engineer
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Other SPPP Team Members	
Print/Type Name and Title	Sherry Mason, Municipal Clerk
Print/Type Name and Title	Pat O'Donnell, Code Enforcement Officer
Print/Type Name and Title	Chris Carson, DPW Supervisor (Carson@beachhaven-nj.gov)
Print/Type Name and Title	Dean Cleland, Assistant Public Works Superintendent

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.	01/12/2021		Updated All Forms	Updated entire SPPP as required by NJAC 7:14A-25.6 and in accordance with NJPDES Tier A Permit and NJAC 7:8
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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:	www.beachhaven.nj.gov
2. Date of most current SPPP:	01/12/2021
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	www.beachhaven.nj.gov
4. Date of most current MSWMP:	01/12/2021
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	www.beachhaven.nj.gov or 300 Engleside Avenue Beach Haven, NJ 08008
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:	
For meetings where public notice is required under the Open Public Meetings Act ("Sunshine Law", NJAC 10:4-6 et seq.), Beach Haven Borough provides public notice in compliance with that regulation. Notice is provided in a local paper approved by the Borough (Asbury Park Press). In addition, all public meeting dates are provided and posted on the municipal web site. For the adoption of the Municipal Stormwater Management Plan and other municipal actions, Beach Haven Borough complies with the public notice requirements of the Municipal Land Use Laws (NJSA 40:55-1 et seq). For the adoption of stormwater management ordinances and where ordinances must be read and adopted, Beach Haven Borough complies with the requirements of NJSA 40:49-1 et seq.	

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.**

All education and outreach events are posted on the Municipal Website (<https://beachhaven.nj.gov>) and may be available at the
Municipal Building
300 Engleside Avenue
Beach Haven , NJ 08008

- 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.**

Education and outreach events are posted on the Municipal Website
Materials are mailed out to businesses and the general public educating on the hazards of illicit connections and improper disposal of waste, promotional items such as pet waste bags are provided, Beach Clean-ups are organized, participation in regional stormwater collaboration groups on a regular basis. (12 points from at least 3 categories are achieved annually in accordance with Tier A permit section IV.B.2.a)

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

Borough Clerk's Office, Municipal Building
300 Engleside Avenue
Beach Haven , NJ 08008

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'?

"Major development" means an individual "development," as well as multiple developments that individually or collectively result in:

1. The disturbance of one or more acres of land since February 2, 2004;
2. The creation of one-quarter acre or more of "regulated impervious surface" since February 2, 2004;
3. The creation of one-quarter acre or more of "regulated motor vehicle surface" since March 2, 2021 {or the effective date of this ordinance, whichever is earlier}; or
4. A combination of 2 and 3 above that totals an area of one-quarter acre or more. The same surface shall not be counted twice when determining if the combination area equals one-quarter acre or more.

Major development includes all developments that are part of a common plan of development or sale (for example, phased residential development) that collectively or individually meet any one or more of items 1, 2, 3, or 4 above. Projects undertaken by any government agency that otherwise meet the definition of "major development" but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered "major development."

2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?

Residential projects are required to comply with the stormwater regulations within the Residential Site Improvement Standards (RSIS) as required by NJAC 5:21-7 whereas non-residential projects do not have to comply with RSIS.

3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?

The Borough Engineer reviews all Major Development projects to determine if the project is in compliance with the Municipal Stormwater Control Ordinance-Chapter 177. The Borough Engineer attends a NJDEP-Stormwater Management Design Review Course once every five years in accordance with Tier A permit section IV.B.5.e

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.

Applications for Major Development are submitted to the local Land Use Board for review and approval. This review includes confirmation by the Board's professionals that all projects comply with the Municipal Stormwater Control Ordinance as well as the Residential Site Improvement Standards.

5. Does the Municipal Stormwater Management Plan include a mitigation plan?

Yes

6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?

Approved Plans and Major Development Summary Sheets are located at the Land Use Board office which is located in the Municipal Building.

Municipal Building
300 Engleside Avenue
Beach Haven , NJ 08008

SPPP Form 6 – Annual Stormwater Report 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	2005 Chapter 51-19	https://beachhaven.nj.gov	Yes	<i>Police Dept., Code Enforcement, Sanitation Inspector</i>
2. Wildlife Feeding permit cite IV.B.5.a.ii	2005 Chapter 210	https://beachhaven.nj.gov	Yes	<i>Police Dept., Code Enforcement, Sanitation Inspector</i>
3. Litter Control permit cite IV.B.5.a.iii	1988 Chapter 123	https://beachhaven.nj.gov	No	<i>Police Dept., Code Enforcement, Sanitation Inspector</i>
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	2005 Chapter 177 Sect. 177-7	https://beachhaven.nj.gov	Yes	<i>Police Dept., Code Enforcement, Sanitation Inspector</i>
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	1988 Chapter 123	https://beachhaven.nj.gov	No	<i>Police Dept., Code Enforcement, Sanitation Inspector</i>
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	2021 Chapter 177 Article 1	https://beachhaven.nj.gov	Yes *Pending Adoption	<i>Engineer, Township Land Use Board</i>
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	2021 Chapter 177 Article 2	https://beachhaven.nj.gov	Yes *Pending Adoption	<i>Engineer, Township Land Use Board</i>
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	2005 Chapter 177 Article 1	https://beachhaven.nj.gov	Yes	<i>Police Dept., Code Enforcement, Sanitation Inspector</i>
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	2010 Chapter 177 Article 1	https://beachhaven.nj.gov	Yes	<i>Police Dept., Code Enforcement, Sanitation Inspector</i>

Indicate the location of records associated with ordinances and related enforcement actions:

All records are maintained at the Municipal Clerk's Office and/or the Office of Code Enforcement

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.**

N/A- No streets within the Borough meet the five conditions which require monthly street sweeping in accordance with MS4 permit section IV.5.b.i. All County streets which are swept are under the Jurisdiction of Ocean County.

- 2. Provide a written description or attach a map indicating which streets are swept that are NOT required to be swept by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.**

All streets within the Borough which are not swept by Ocean County are swept by Beach Haven Borough Public Works Department.

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

N/A-Beach Haven Borough does not provide street sweeping services for other Municipalities.

- 4. Indicate the location of records, including sweeping dates, areas swept, number of miles swept and total amount of wet tons collected each month. Note which records correspond to sweeping activities beyond what is required by the NJPDES permit, i.e., sweepings of streets within the municipality that are not required by permit to be swept or sweepings of streets outside of the municipality.**

All records are kept with the Borough's Public Works Department.

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.
All catch basin and storm drain inlets owned and operated by Beach Haven Borough are inspected, cleaned and maintained, annually and/or as frequently as necessary to eliminate recurring problems to restore proper function.
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
No recurring problems. All catch basins and inlets are inspected annually and corrective measures are performed by the DPW Dept. Tide valves are installed To reduce tidal flooding on roadways.
3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
Catch Basin and inlet repairs are prioritized during annual inspections/cleaning and/or immediately based on safety or environmental impacts.
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.
All labels are inspected during the annual inspection/cleaning of the catch and inlets and replaced as needed.
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.
All records are kept with the Borough's Public Works Department.

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.

Municipally owned storm drain inlet are replaced or retrofitted to comply with the design standards in attachment C of the Tier A permit when a road is resurfaced and/or when the inlet is in direct contact with the reconstruction or alteration of facilities.

2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.

The Department of Public works inspects the inlets to verify appropriate retrofits are completed. During public contracts for development, such as roadway improvement projects, the Borough Engineer's office insects the contract work to confirm appropriate inlet retrofits are completed.

3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.

The Stormwater Quality Protection Ordinance Chapter 177, Article 1 shall be updated to require storm drain inlets on private property to be retrofitted or replaced to meet the design standard as specified in the ordinance when the associated roadway is repaved, repaired, resurfaced, reconstructed or altered. Additionally, when private developments are submitted to the Planning Board/Zoning Board for approval. All existing privately owned inlets are required to be retrofitted.

4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.

Municipal inspection of all private developments ensure all required retrofits are completed. Additionally, before a Certificate of Occupancy is issued, Inspection by the Borough Engineer's office will ensure private storm drains are properly retrofitted for compliance with the Private Storm Drain Inlet Retrofitting Ordinance. Beach Haven Borough's Code Enforcement Office and Police Dept. is responsible for enforcement.

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: Amber Street Public Works Yard and Recycling Yard

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 – Stone, Asphalt Patch, Crushed Concrete, Concrete, Brick, I-5 Soil

Intermediate products – Steel, Misc. Metal

Final products – PVC Pipe, Fence Poles

Waste materials – Single Stream Recyclables, Electronics, Road Materials.
Electronics are stored within a covered container.

By-products – N/A-None

Machinery – Cars, Trucks, Loaders, Backhoe, Excavators, Rollers

Fuel – One Dual Walled Fuels Tank Containing Regular Gasoline and Diesel Fuel

Lubricants – N/A-All Lubricants are Stored Indoors

Solvents – N/A-All Solvents are Stored Indoors.

Detergents related to municipal maintenance yard or ancillary operations –
N/A-All Detergents are Stored Indoors.

Other – N/A-None

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

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

1. Fueling Operations

This site contains One (1) dual walled tank for both gasoline and diesel fuel. The Water Plant and Borough Hall each have one (1) dual walled diesel tank. Standard operating procedures to address vehicle fueling are established, maintained, and implemented. Safe operation of fueling equipment instruction is posted on site. Any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair is immediately repaired or replaced. Logs are kept at the Public Works Department.

2. Vehicle Maintenance

All Municipal vehicles are maintained indoors and logs are kept at the Public Works Department.

3. On-Site Equipment and Vehicle Washing

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

Equipment and vehicles in need of washing are taken to a privately owned carwash or washed on a wash pad which is connected to the public sanitary sewer system.

4. Discharge of Stormwater from Secondary Containment

N/A – No secondary containment is located onsite.

5. Salt and De-Icing Material Storage and Handling

No salt or de-Icing materials are stored onsite.

6. Aggregate Material and Construction Debris Storage

Aggregate Material and Construction Debris are stored in three sided bays with the open side on the upslope grade where possible. The bay area are inspected and swept after loading process. All storage bays are located a minimum 50' from surface water bodies, storm inlets and/or drainage ditches.

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

Street sweepings and catch basin clean out materials are disposed of in accordance with N.J.A.C. 7:26-1.1. Any stored materials are located within a leak proof container or placed on a bermed impervious surface and removed within six months.

8. Yard Trimmings and Wood Waste Management Sites

N/A- Yard Trimming and Wood Waste Management does not occur onsite.

9. Roadside Vegetation Management

N/A-Herbicides are not used by Beach Haven Borough for Roadside Vegetation Management.

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

- A. Municipal Employee Training:** Stormwater Program Coordinator (SPC) must ensure appropriate staff receive training on topics in the chart below as required due to job duties assigned within three months of commencement of duties and again on the frequency below. Indicate the location of associated training sign in sheets, dates, and agendas or description for each topic.

Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	SPC-Department of Public Works
2. Stormwater Facility Maintenance	Every year	SPC-Department of Public Works
3. SPPP Training & Recordkeeping	Every year	SPC-Department of Public Works
4. Yard Waste Collection Program	Every 2 years	SPC-Department of Public Works
5. Street Sweeping	Every 2 years	SPC-Department of Public Works
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	SPC-Department of Public Works
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	SPC-Department of Public Works
8. Waste Disposal Education	Every 2 years	SPC-Department of Public Works
9. Municipal Ordinances	Every 2 years	SPC-Department of Public Works
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	SPC-Department of Public Works

- B. Municipal Board and Governing Body Members Training:** Required for individuals who review and approve applications for development and redevelopment projects in the municipality. This includes members of the planning and zoning boards, town council, and anyone else who votes on such projects. Training is in the form of online videos, posted at www.nj.gov/dep/stormwater/training.htm.

Within 6 months of commencing duties, watch Asking the Right Questions in Stormwater Review Training Tool. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member.

The training of elected and appointed individuals who review and approve applications for development and redevelopment projects in Beach Haven Borough is ongoing. All information is available within the Clerks or Land Use Board Offices.

C. **Stormwater Management Design Reviewer Training:** All design engineers, municipal engineers, and others who review the stormwater management design for development and redevelopment projects on behalf of the municipality must attend the first available class upon assignment as a reviewer and every five years thereafter. The course is a free, two-day training conducted by DEP staff. Training dates and locations are posted at www.nj.gov/dep/stormwater/training.htm. Indicate the location of the DEP certificate of completion for each reviewer.

The Borough's Land Use Board Engineer has completed the required training and maintains their NJDEP Certificate of Completion form. The training course is attended every five years.

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.

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.

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

Outfall pipes are inspected annually or at a minimum every five years. During inspections, the outfall is evaluated for illicit discharges and stream scouring. All records are kept at the Department of Public Works.

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.

N/A- No outfalls meet the stream scouring requirement in the Borough of Beach Haven.

4. **Illicit Discharges:** Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfall pipes. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form (www.nj.gov/dep/dwq/tier_a_forms.htm) and indicate the location of these forms and related illicit discharge records.

Note that Illicit Connection Inspection Report Forms shall be included in the SPPP and submitted to DEP with the annual report. Visual dry weather inspection for illicit connections are conducted annually and records are kept at Department of Public Works. If a dry weather flow is observed, additional physical information would be collected, and an investigation would be conducted. An Illicit Connection Inspection Report Form would also be completed to assist with the determination of the dry weather flow source. Improper Disposal of Waste Chapter 177-7 establishes methods for controlling discharges into the introduction of pollutants into the Townships MS4 stormwater system.

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 Department of Public Works maintains a list of all municipally owned stormwater facilities and maintains these facilities in accordance with Best Management Practices and/or in accordance with any operations and maintenance manuals. The facilities within Beach Haven Borough include storm inlets, conveyance pipes, tide valves and outfalls. Records are maintained at the Department of Public Works.

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's Code Enforcement Officer maintains a list of stormwater facilities not owned by Beach Haven Borough. These facilities are inspected, and deficiencies brought to the attention of the owner/operator. Follow-up inspections are conducted to ensure compliance.

3. Indicate the location(s) of the Stormwater Facilities Inspection and Maintenance Logs listing the type of stormwater facilities inspected, location information, inspection dates, inspector name(s), findings, preventative and corrective maintenance performed.

All Inspection and Maintenance Logs are kept at the Department of Public Works.

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

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

SPPP Form 14 – Total Maximum Daily Load Information

All records must be available upon request by NJDEP.

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

Applicable Stream TMDL(s)

Municipality and County

Beach Haven Borough
Ocean County

Total Maximum Daily Load(TMDL) Information for Selected Municipality:

Applicable Stream TMDL(s)

None

Applicable Lake TMDL(s)

None

Applicable Shellfish TMDL(s)

Fourteen Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 13

Total coliform - 2006 : Little Egg Harbor-B: No Reductions Required

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

The Borough of Beach Haven is committed to the reduction and elimination of pollutants from reaching adjacent water ways through better stormwater management planning and design and on replacing or retrofitting existing stormwater management infrastructure. Additionally, TMDL information is utilized to direct and enhance enforcement of local ordinances, as well as direct the location of BMP's to address potentially contaminated stormwater runoff.

SPPP Form 15 – Optional Measures

All records must be available upon request by NJDEP.

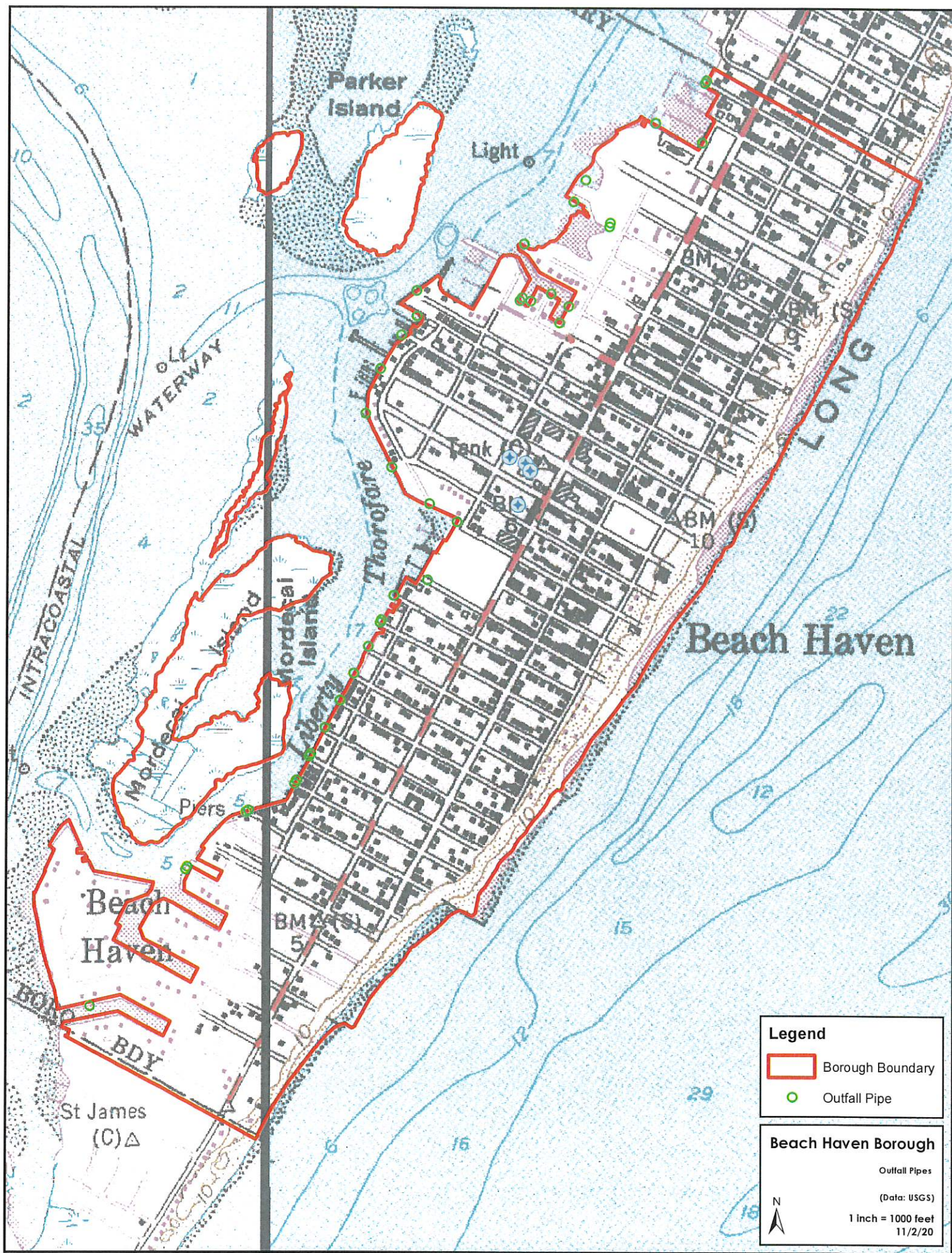
- 1. Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution.**

N/A- No additional Best Management Practices have been developed beyond the requirements of the Tier "A" MS4 NJPDES permit.

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

Yes, Ordinance Chapter 177-4

Attachment 1 – Outfall Map



Illicit Connection Inspection Report Form

Municipality
Information

Municipality: _____ County _____

NJPDES # : _____ PI ID #: _____

Team Member: _____

Date _____ Effective Date of Permit Authorization (EDPA): _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

1. Is there a dry weather flow? Y (☐) N (☒)

2. If "YES", what is the outfall flow estimate? _____ gpm
(flow sample should be kept for further testing, and this form will need to be submitted with the Annual Report and Certification)

3. Are there any indications of an intermittent flow? Y (☐) N (☒)

4. If you answered "**NO**" to BOTH questions #1 and #3, there is probably not an illicit connection and you can skip to question #7.

(NOTE: This form **does not** need to be submitted to the Department, but should be kept with your SPPP.)

If you answered "**YES**" to either question, please continue on to question #5.

(NOTE: This form will need to be submitted to the Department with the Annual Report and Certification.)

5. PHYSICAL OBSERVATIONS:

(a) **ODOR:** None

(b) **COLOR:** None

(c) **TURBIDITY:** None

(d) **FLOATABLES:** None

(e) **DEPOSITS/STAINS:** None

(f) **VEGETATION CONDITIONS:** Normal

(g) **DAMAGE TO OUTFALL STRUCTURES:**

IDENTIFY STRUCTURE: _____

DAMAGE: None

6. ANALYSES OF OUTFALL FLOW SAMPLE:

* field calibrate instruments in accordance with manufacturer's instructions prior to testing.

(a) **DETERGENTS:** _____ mg/L

(if sample is greater than 0.06 mg/L, the sample is contaminated with detergents [which may be from sanitary wastewater or other sources]. Further testing is required and this outfall should be given the highest priority.)

(if the sample is not greater than 0.06 mg/L and it does not show physical characteristics of sanitary wastewater [e.g., odor, floatables, and/or color] it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water. Skip to question #6c.)

(b) **AMMONIA (as N) TO POTASSIUM RATIO:** _____

(if the Ammonia to Potassium Ratio is greater than 0.6:1, then it is likely that the pollutant is sanitary sewage)

(if the Ammonia to Potassium Ratio is less than or equal to 0.6:1, then the pollutant is from another washwater source.)

(c) **FLUORIDE:** _____ mg/L

(if the fluoride levels are between 1.0 and 2.5 mg/L, then the flow is most likely from fluoride treated potable water.)

(if the sample tests below a detection limit of 0.1 mg/L for fluoride, it is likely to be from groundwater infiltration, springs or streams. In some cases, however, it is possible that the discharge could originate from an onsite well used for industrial cooling water, which will test non-detect for both detergents and fluoride. To differentiate between these cooling water discharges and groundwater infiltration, you will have to rely on temperature.)

(d) **TEMPERATURE:** _____ °F

(if the temperature of the sample is over 70°F, it is most likely cooling water)

(if the temperature of the sample is under 70°F, it is most likely from ground water infiltration)

7. Is there a suspected illicit connection? Y (☐) N (☒)

If "YES", what is the suspected source? _____

If "NO", skip to signature block on the bottom of this form.

8. Has the investigation of the suspected illicit connection been completed?

Y (☐) N (☐)

If "YES", proceed to question #9.

If "NO", skip to signature block on the bottom of this form.

9. Was the source of the illicit connection found? Y (☒) N (☐)

If "YES", identify the source. _____

What plan of action will follow to eliminate the illicit connection?

Resolution:

If "NO", complete the Closeout Investigation Form and attach it to this Illicit Connection Inspection Report Form.

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

Attachment 3 – Closeout Investigation Form

Closeout Investigation Form

Municipality
Information

Municipality: _____ County _____

NJPDES # : **NJG** _____ PI ID #: _____

Team Member / Title: _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

Basis for Submittal:

- (☐) A non-stormwater discharge was found, but no source was located within six months.
- (☐) An intermittent non-stormwater discharge was observed, and three unsuccessful investigations were conducted to investigate the discharge while it was flowing.

Describe each phase of your investigation, including dates. Attach additional pages as necessary:

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

Complete and attach this form to the appropriate Illicit Connection Inspection Report Form and submit with the Annual Report and Certification.

Attachment 4 – Permit Attachment D – Major Development Stormwater
Summary

Attachment D – Major Development Stormwater Summary

General Information			
1. Project Name: _____			
2. Municipality: _____	County: _____	Block(s): _____	Lot(s): _____
3. Site Location (State Plane Coordinates – NAD83): E: _____		N: _____	
4. Date of Final Approval for Construction by Municipality: _____ Date of Certificate of Occupancy: _____			
5. Project Type (check all that apply): Residential ☐ Commercial ☐ Industrial ☐ Other (please specify) _____			
6. Soil Conservation District Project Number: _____			
7. Did project require an NJDEP Land Use Permit? Yes ☐ No ☐ Land Use Permit #: _____			
8. Did project require the use of any mitigation measures? Yes ☐ No ☐ If yes, which standard was mitigated? _____			

Site Design Specifications	
1. Area of Disturbance (acres): _____	Area of Proposed Impervious (acres): _____
2. List all Hydrologic Soil Groups: _____	
3. Please Identify the Amount of Each Best Management Practices (BMPs) Utilized in Design Below: Bioretention Systems _____ Constructed Wetlands _____ Dry Wells _____ Extended Detention Basins _____ Infiltration Basins _____ Combination Infiltration/Detention Basins _____ Manufactured Treatment Devices _____ Pervious Paving Systems _____ Sand Filters _____ Vegetative Filter Strips _____ Wet Ponds _____ Grass Swales _____ Subsurface Gravel Wetlands _____ Other _____	

Storm Event Information	
Storm Event - Rainfall (inches and duration):	2 yr.: _____ 10 yr.: _____ 100 yr.: _____ WQDS: _____
Runoff Computation Method: NRCS: Dimensionless Unit Hydrograph ☐ NRCS: Delmarva Unit Hydrograph ☐ Rational ☐ Modified Rational ☐ Other: _____	

Basin Specifications (answer all that apply) *If more than one basin, attach multiple sheets*	
1. Type of Basin: _____	Surface/Subsurface (select one): Surface ☐ Subsurface ☐
2. Owner (select one): ☐ Public ☐ Private: If so, Name: _____	Phone number: _____
3. Basin Construction Completion Date: _____	
4. Drain Down Time (hr.): _____	
5. Design Soil Permeability (in./hr.): _____	
6. Seasonal High Water Table Depth from Bottom of Basin (ft.): _____	Date Obtained: _____
7. Groundwater Recharge Methodology (select one): 2 Year Difference ☐ NJGRS ☐ Other ☐ NA ☐	
8. Groundwater Mounding Analysis (select one): Yes ☐ No ☐ If, Yes Methodology Used: _____	
9. Maintenance Plan Submitted: Yes ☐ No ☐ Is the Basin Deed Restricted: Yes ☐ No ☐	

Comments:

Name of Person Filling Out This Form: _____

Signature: _____

Title: _____

Date: _____

2/2/2018

Basin Specifications (answer all that apply)	
If more than one basin, attach multiple sheets	
1. Type of Basin:	Surface/Subsurface (select one): Surface ☐ Subsurface ☐
2. Owner (select one):	☐ Public ☐ Private: If so, Name: _____ Phone number: _____
3. Basin Construction Completion Date:	_____
4. Drain Down Time (hr.):	_____
5. Design Soil Permeability (in./hr.):	_____
6. Seasonal High Water Table Depth from Bottom of Basin (ft.):	Date Obtained: _____
7. Groundwater Recharge Methodology (select one):	2 Year Difference ☐ NJGRS ☐ Other ☐ NA ☐
8. Groundwater Mounding Analysis (select one):	Yes ☐ No ☐ If, Yes Methodology Used: _____
9. Maintenance Plan Submitted:	Yes ☐ No ☐ Is the Basin Deed Restricted: Yes ☐ No ☐

Basin Specifications (answer all that apply)	
If more than one basin, attach multiple sheets	
1. Type of Basin:	Surface/Subsurface (select one): Surface ☐ Subsurface ☐
2. Owner (select one):	☐ Public ☐ Private: If so, Name: _____ Phone number: _____
3. Basin Construction Completion Date:	_____
4. Drain Down Time (hr.):	_____
5. Design Soil Permeability (in./hr.):	_____
6. Seasonal High Water Table Depth from Bottom of Basin (ft.):	Date Obtained: _____
7. Groundwater Recharge Methodology (select one):	2 Year Difference ☐ NJGRS ☐ Other ☐ NA ☐
8. Groundwater Mounding Analysis (select one):	Yes ☐ No ☐ If, Yes Methodology Used: _____
9. Maintenance Plan Submitted:	Yes ☐ No ☐ Is the Basin Deed Restricted: Yes ☐ No ☐

Basin Specifications (answer all that apply)	
If more than one basin, attach multiple sheets	
1. Type of Basin:	Surface/Subsurface (select one): Surface ☐ Subsurface ☐
2. Owner (select one):	☐ Public ☐ Private: If so, Name: _____ Phone number: _____
3. Basin Construction Completion Date:	_____
4. Drain Down Time (hr.):	_____
5. Design Soil Permeability (in./hr.):	_____
6. Seasonal High Water Table Depth from Bottom of Basin (ft.):	Date Obtained: _____
7. Groundwater Recharge Methodology (select one):	2 Year Difference ☐ NJGRS ☐ Other ☐ NA ☐
8. Groundwater Mounding Analysis (select one):	Yes ☐ No ☐ If, Yes Methodology Used: _____
9. Maintenance Plan Submitted:	Yes ☐ No ☐ Is the Basin Deed Restricted: Yes ☐ No ☐

Name of Person Filling Out This Form: _____

Signature: _____

Title: _____

Date: _____