

Stormwater Pollution Prevention Plan

Township Of Elsinboro

Salem County

Permit Number NJG0153036

Annual Review Date: December 2023

Stormwater Program Coordinator: Stephen Nardelli

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Stephen Nardelli, PE, PP, CME	
Phone	856-451-2990	Email	snardelli@fralinger.com
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Corey Gaskill, PE, CME	
Phone	856-451-2990	Email	corey@fralinger.com
Name and Title			
		Email	
Other Municipal Stormwater Team Members			
Name and Title		Marty Uzdunovics, Municipal Clerk	
Phone	856-935-2200	Email	muclerk@elsinborotownship.com
Name and Title			
Phone		Email	
Name and Title			
Phone		Email	
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	
Lower Alloway's Creek Township	Salt Storage	As Needed.	

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)

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

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://elsinborotownship.com/index_files/StormWater.htm
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Marty Uzdanovics, Municipal 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.
Township Website, Mailings, Display at Municipal building, Clean Communities with handout material.

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

Part IV.E.

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.
The municipality defines major development the same as it is found in NJAC 7:8
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.
The SCO is the same as the NJDEP’s model.
3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).
The applicant’s site development stormwater plan is submitted and reviewed by the municipal board or officials. The board officials will consult with the township’s engineer to determine if all SCO and RSIS standards are met.
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.
Yes 619 Salem Fort Elfsborg Road Salem, NJ 08079
5. Indicate the dates of each iteration of the township’s Stormwater Control Ordinance, starting with the initial adoption and including revisions.
06/22/2006; 03/01/2021
6. Indicate the dates of each iteration of the township’s Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.
08/01/2005

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		To be adopted prior to May 1, 2024		\$__
2. Wildlife Feeding		To be adopted prior to May 1, 2024		\$__
3. Litter Control		To be adopted prior to May 1, 2024		\$__
4. Improper Disposal of Waste		To be adopted prior to May 1, 2024		\$__
5. Yard Waste		To be adopted prior to May 1, 2024		\$__
6. Private Storm Drain Inlet Retrofitting		To be adopted prior to May 1, 2024		\$__
7. Illicit Connections		To be adopted prior to May 1, 2024		\$__
8. Privately-Owned Salt Storage		To be adopted prior to May 1, 2024		\$__
9. Tree Removal- Replacement		To be adopted prior to May 1, 2024		\$__
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.				
N/A				
Indicate the location of records associated with ordinances and related violations and enforcement actions below.				
Elsinboro Town Hall 619 Salem Fort Elfsborg Road Salem, NJ 08079				

Form 6 – Street Sweeping

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

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

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

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

The triannual and annual street sweeping programs will be adopted prior to EDPA + 36 months.

All municipally owned roads that have storm drain inlets will be swept 3x a year. All municipally owned roads that do not have inlets, but do discharge to surface water will be swept 1x a year.

The Township will consult with their engineer to determine the specific roads that will need to be swept based on stormwater infrastructure present

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

Sweeping work will be outsourced.

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. When storm drain inlets are inspected and cleaned, the labels are also inspected. Any labels that have gone missing or are no longer legible are repaired.
- b. Municipal – Retrofitting is performed with municipal funded projects. Any existing storm drain inlets that are not retrofitted will be identified and placed on a list to be retrofitted before end of permit cycle.

Private – Any changes to a private site that requires approval by the Planning/Zoning Board will be required to retrofit their existing inlets.
- c. The township’s engineer reviews projects that propose new storm drain inlets and verifies catch basins or other BMPs are used. Inspection will also take place at the time of installation.
- d. Storm drain inlets are inspected by the township via drive by yearly. Any sign of the inlets not operating as designed are cleaned and/or fixed.

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. Catch basin inspection is performed at least once per year by lifting grates and inspecting with a flashlight.
- b. If the catch basin is not functioning as it was intended, it will be evaluated by crews and shoveled out or fixed.

<p>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.</p>
<p>The conveyance system is inspected at the same time as the catch basins are inspected once per year. Grates are lifted and inspected with flashlight. Should the conveyance not function as it was designed, they are shoveled out or fixed by crews.</p>
<p>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.</p>
<p>Inspections are performed once per year for stream scouring. Should an issue be discovered, location will be placed on a prioritized list and repairs will be made in accordance with soil erosion and sediment control.</p> <p>Any cases are recorded using DEP’s supplied stream scouring investigation recordkeeping form.</p>
<p>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.</p>
<p>Inspections are performed once per year for illicit discharge. A dry weather inspection is one that takes place 72 hours after a rain event. Visual inspection includes looking for discoloration or unusual debris.</p> <p>Any cases are recorded using DEP’s supplied Illicit Connection Report Form.</p>
<p>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.</p>
<p>N/A</p>

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.

The township performs drive-by inspections of facilities not owned or operated by the municipality no less than once per year.

The township also sends a letter to private entities to remind them about adequate maintenance on their stormwater infrastructure to ensure proper function.

In the event of an issue, the township’s enforcement officer will notify the owner. Any negligence will result in citation by the township to owner.

Records will be kept on when letters and/or correspondence is made with these private entities

8. Infrastructure Records

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

Elsinboro Town Hall
619 Salem Fort Elfsborg Road
Salem, NJ 08079

Form 8 – Community-wide Measures

Part IV.F.2.

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.
N/A. Not licensed.
2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.
The township inspects and removes all excess salt piles after snowstorms and within 72 hours. Front loaders or hand shoveling into trucks is done.
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.).
This work is outsourced. All such material is taken to the landfill or appropriate facility the same day.
4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.
All roadways owned and operated by the township are inspected weekly. Any erosion issues are addressed and fixed less than ninety (90) days from date of detection.

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: 0

1. Site Name and Address	
N/A. The township does not have a yard/site.	
2. Monthly Site Inspections Describe the nature of inspections conducted at this site and the location of inspection logs.	
N/A	
3. Inventory List List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
N/A	N/A
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	
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.	
N/A	
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.	
N/A	
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.	
No. Vehicles taken to an appropriate vehicle washing facility.	

<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>
N/A
<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>
N/A
<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>
N/A
<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>
N/A
<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>
N/A
<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.</p>
N/A
<p>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.</p>
N/A

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
The townships SPC will attend the online webinar offered by NJDEP.

Topic	Municipal Employees Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
Describe the training provided for municipal staff.	
SPPP	In-person hard copy and e-learning electronic copy SPPP available to municipal staff. Annual review of SPPP.
Construction Site Stormwater Runoff	In-person and e-learning training to municipal staff for knowledge of construction site stormwater runoff.
Post-Construction Stormwater Management in New and Redevelopment	In-person and e-learning training to municipal staff for knowledge of post-construction stormwater management.
Community-wide Ordinances	In-person and e-learning to municipal staff for knowledge of adopted/existing ordinances and notices of violation.
Community-wide Measures	In-person and e-learning to municipal staff for knowledge of community-wide measures.
Stormwater Facilities Maintenance	In-person by public works.
Municipal Maintenance Yards and Other Ancillary Operations	N/A
MS4 Mapping	In-person and e-learning. Hard copy and electronic copy of mapping available to municipal staff.
Outfall Stream Scouring	In-person by field training and e-learning.
Illicit Discharge Detection and Elimination	In-person by field training and e-learning.

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
Training is done with course supplied by NJDEP. At least once every five (5) years.

Municipal Board and Governing Body Members
Describe the training provided for members of the planning/zoning board and municipal council.
<p>Training is done with videos supplied by NJDEP. They are available in the following links:</p> <p>https://dep.nj.gov/stormwater/stormwater-training/#municipal-boards-and-governing-body-training</p> <p>https://dep.nj.gov/stormwater/stormwater-training/#reviewers-training</p> <p>Logs are kept for when individuals have watched the training.</p>

Training Records
Indicate the location of training records for the above required training.
<p>Elsinboro Town Hall 619 Salem Fort Elfsborg Road Salem, NJ 08079</p>

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
N/A. Township Infrastructure Map currently in development and to be complete prior to January 2026 deadline.	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	<i>N/A</i>
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	<i>N/A</i>
c. MS4 interconnections	<i>N/A</i>
d. MS4 storm drain inlets	<i>N/A</i>
e. MS4 manholes	<i>N/A</i>
f. Length of conveyance (channels, pipes, ditches, etc.)	<i>N/A</i>
g. MS4 pump stations	<i>N/A</i>
h. MS4 stormwater facilities (any that are not listed above)	<i>N/A</i>
i. Maintenance yard(s) and other ancillary operations	<i>N/A</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.).	
Map to be completed prior to January 2026 deadline.	
When projects that take place in the township involve stormwater, it will be noted with the township. Newly installed infrastructure will be located and added to map with a revision date.	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
Map to be completed prior to January 2026 deadline.	
Initial creation of map to be done by township’s engineer by importing data collection points and symbolized based on point attributes. Will continue to be updated as necessary.	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
Watershed Improvement Plan is underway and to be complete by deadline.
2. Describe any regional projects or collaboration efforts with other municipalities.
Watershed Improvement Plan is underway and to be complete by deadline.
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
Watershed Improvement Plan is underway and to be complete by deadline.