

# Stormwater Pollution Prevention Plan

*Municipality:* Township of Delran

*County:* Burlington

*Permit Number NJG* 0149292

Annual Review Date: Stormwater 5/23/2023

Program Coordinator: Ed D'Armiento, PE, CME

## Table of Contents

<b>Form 1 – Team Members .....</b>	<b>3</b>
<b>Form 2 – Revision History .....</b>	<b>4</b>
<b>Form 3 – Public Announcements.....</b>	<b>5</b>
<b>Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment ...</b>	<b>6</b>
<b>Form 5 – Ordinances .....</b>	<b>8</b>
<b>Form 6 – Street Sweeping.....</b>	<b>9</b>
<b>Form 7 – MS4 Infrastructure .....</b>	<b>10</b>
<b>Form 8 – Community-wide Measures .....</b>	<b>14</b>
<b>Form 9 – Municipal Maintenance Yards &amp; Other Ancillary Operations .....</b>	<b>15</b>
<b>Form 10 – Training.....</b>	<b>19</b>
<b>Form 11 – MS4 Mapping .....</b>	<b>22</b>
<b>Form 12 – Watershed Improvement Plan .....</b>	<b>23</b>

## Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Edward D'Armiento, Township Engineer	
Phone	(732) 410-2651	Email	edarmiento@cmeusa1.com
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Edward D'Armiento, Zoning Board Engineer	
Phone	(732) 410-2651	Email	edarmiento@cmeusa1.com
Name and Title		Fred Turek, Planning Board Engineer	
Phone	(856) 770-4755	Email	fturek@turekconsultingllc.com
Other Municipal Stormwater Team Members			
Name and Title		Joseph Bellina, Township Administrator	
Phone	(856) 461-7734	Email	jbellina@delrantownship.org
Name and Title		Jamey Eggers, Municipal Clerk	
Phone	(856) 461-7734	Email	jeggers@delrantownship.org
Name and Title		Bryan Mullen, Director of Public Works	
Phone	(856) 461-7734	Email	bmullen@delrantownship.org
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.)
5/31/2023	All	Update to staff and SPPP information

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

1. Provide the link to the dedicated stormwater webpage for your municipality.

<https://www.delrantownship.org/stormwater-regulations/>

2. List the name and title of person(s) responsible for stormwater webpage postings/updates.

**Jamey Eggers, 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.

Courier Post, Burlington County Times, Facebook, Township website, mailings, sewer bills, and tax bills.

# 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 Township defines "Major Development" as the following per section 303-21 of the municipal code

Any development that provides for ultimately disturbing one or more acres of land. Disturbance for the purpose of this rule is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting, or removing of vegetation.

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.

Same

3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).

The Township’s Planning Board ensures that plans for all new residential development and redevelopment projects, subject to the Residential Site Improvements Standards (RSIS), are in compliance with the Stormwater Management Regulations prior to issuance of final subdivision or site plan approvals under the Municipal Land Use Law.

<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. All records of variances granted are maintain at Town Hall (900 S Chester Avenue, Delran, NJ 08075)</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>Original adoption date - 07/12/2007</p> <p>Most recent modification - 03/02/2021</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>Original adoption date - 07/12/2007</p>

**Form 5 – Ordinances**  
*Part IV.F.1.*

<b>Ordinance</b>	<b>Date Adopted</b>	<b>Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.</b>	<b>Entity Responsible for Enforcement</b>	<b>Fees &amp; Fines</b>
1. Pet Waste	01/01/1993	<b>Yes</b>	Code Enforcer <sup>+</sup>	\$ ___ 0
2. Wildlife Feeding	08/17/2005	<b>Yes</b>	Code Enforcer <sup>+</sup>	\$ ___ 0
3. Litter Control	01/01/1993	<b>Yes</b>	Code Enforcer <sup>+</sup>	\$ ___ up to \$1250
4. Improper Disposal of Waste	08/17/2005	Yes	Code Enforcement/Police Dept	\$ ___ <b>500</b>
5. Yard Waste	08/17/2005	Yes	Code Enforcer <sup>+</sup>	\$ ___ <b>100</b>
6. Private Storm Drain Inlet Retrofitting	10/20/2010	Yes	Code Enforcement/Police Dept	\$ ___ <b>500</b>
7. Illicit Connections	08/17/2005	Yes	Code Enforcer <sup>+</sup>	\$ ___ <b>0</b>
8. Privately-Owned Salt Storage		These will be adopted in the future.	Code Enforcer <sup>+</sup>	\$ ___
9. Tree Removal- Replacement		These will be adopted in the future.	Code Enforcer <sup>+</sup>	\$ ___
<b>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.</b>				
N/A				
<b>Indicate the location of records associated with ordinances and related violations and enforcement actions below.</b>				
All ordinances and violation records will be kept at Town Hall (900 S Chester Avenue, Delran, NJ 08075)				



## Form 6 – Street Sweeping

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

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

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

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

The Township shall comply with the annual and tri-annual street sweeping requirements in accordance with the deadline of January 2026.

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

Sweeping is completed in-house.

**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. Periodic inspection and maintenance is conducted by Township public work employees throughout the year during their maintenance and annual storm drain inlet cleaning program. Markers are checked to ensure they are visible and firmly attached to the inlet/catch basin head or casting. If replacement is needed, the work is reported to the Public Works Department for action.
- b. Existing inlets within resurfacing project limits are upgraded to comply with the regulations. All inlets that are discovered to not be compliant will be retrofitted/replaced prior to the January 2028 deadline.
- c. The Township ensures that all plans for construction via board review and municipal review provide BMPs to collect solids.
- d. All inlets are inspected by the Public Works Department on an annual basis. Inspections will assess the condition of the structure and accumulated sediment, debris, trash, or other material. All inlets containing said material will be cleaned out. Inlets found in need of repair will be logged and scheduled for repair/replacement. Material collected is processed at the Township recycling facility with trash being disposed of periodically as needed.

**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. All inlets will be inspected annually. The inspection logs will also include documentation of the existing stormwater piping to assist in the preparation of the MS4 Map.
- b. Determination of cleaning of inlets is noted during inspection/observation. All material will be removed and properly stored/disposed of.

**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.

DPW will conduct inspections of existing and new conveyance systems on an annual basis. More frequent inspections will be performed during daily routine operations as well for problematic systems.

The stormwater piping system will be inspected in conjunction with the catch basin inspections and are initially documented by eye. All stormwater piping within the limits of a resurfacing project will be CCTV to determine the condition of the system.

Additional pipe inspections in response to identified sinkholes and flooding issues will be performed as soon as possible. Repairs will be performed as necessary.

**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.

The Township outfalls will be inspected at least once every (5) years for condition and scouring. Should erosive conditions be identified, DPW will notify the Township Engineer to conduct an investigation into the issue and prepare a plan for addressing the issue.

All necessary repairs shall be prioritized based upon the severity of the erosion and threat to public welfare.

If remediation cannot be completed within a year, the MS4 case manager will be notified and provided with a plan of action for completion.

Records of completed repairs and copies of all applicable permits will be kept on file at the Department of Public Works and by the Township Engineer.

**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.

Township personnel will inspect their outfalls a minimum of once every 5 years as required by the current permit renewal utilizing the NJDEP's Illicit connection inspection report form. In the event of dry weather flows, Township personnel will conduct investigations as needed to identify and eliminate the source. If, after three investigation attempts, the illicit connection is not found, a Closeout Investigation Form will be prepared and submitted along with the Township’s Annual Inspection and Recertification Report. Illicit connections found to originate from another public entity will be reported by the Township to the affected entity and the NJDEP.

Presently, residents may contact either the Township Administrator or Police Department to report any spills or leaks of hazardous materials. Records of all inspections will be maintained by the Public Works Department and the number of outfalls and active sources of dry weather flows, if any, will be reported to the NJDEP annually as part of the Township’s Annual Inspection and Recertification Report.

Records of illicit discharges will be maintained at Town Hall.

**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.

Not currently applicable. The Township will be seeking to install and alternative BMP where applicable.

**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.

Township representatives will ensure compliance of all private developments with the approved subdivision plans, and applicable ordinances, as well as, long term operation and maintenance plans of approved BMPs on private property. The Public Works Department will contact the management companies for the private basins when issues arise. The Public Works Department will follow up annually to ensure proper operation and maintenance is being conducted in accordance with approved operation and maintenance plans.

**8. Infrastructure Records**

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

Records are maintained at Town Hall (900 S Chester Avenue, Delran, NJ 08075).

## Form 8 – Community-wide Measures

### Part IV.F.2.

<p><b>1. Herbicide Application Management</b> 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>The Township utilizes licensed and trained professionals in-house to conduct work.</p>
<p><b>2. Excess Deicing Material Management</b> Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.</p>
<p>Loader is utilizes to remove any identified areas immediately.</p>
<p><b>3. Roadside Vegetative Waste</b> 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>
<p>All materials are stored at the wood recycling facility and garbage is transported to a proper facility. The Township is actively pursuing the new permit required by NJDEP for said facility.</p>
<p><b>4. Roadside Erosion Control</b> Describe your program to detect and repair erosion along municipal roadways.</p>
<p>Observation is completed during roadside mowing and routine maintenance within the Township.</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: 2*

**1. Site Name and Address**

900 S Chester Avenue, Delran, NJ 08075 & Range Road, Cinnaminson, NJ 08077

**2. Monthly Site Inspections**  
 Describe the nature of inspections conducted at this site and the location of inspection logs.

Daily inspections are conducted by the DPW staff as part of the daily routine operations. DPW staff inspects the yard and surrounding area at least once per month to ensure that there are no conditions that would be cause for a negative impact as part of Good Housekeeping/Best Management Practices.

All inspection and maintenance records are kept at the DPW office.

**3. Inventory List**  
 List all materials and machinery that are potentially exposed to stormwater.

<b>Materials</b>	<b>Machinery/Equipment</b>
Infield Mix, Type #57 Stone	Loader
Leaf Compost	Backhoes
Wood Chips	Dump trucks
Screenings from Sweeper	pick up trucks
Stripped topsoil	tractors
Logs and branches	Sweepers
	Jetter
	Lawn mowers

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	Lawn mowers



<p><b>4. Discharge of Stormwater from Secondary Containment</b> Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>
<p>N/A</p>
<p><b>5. Fueling Operations</b> 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>No. All fueling takes place at Riverside DPW.</p>
<p><b>6. Vehicle/Equipment Maintenance and Repair</b> Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p>
<p>Vehicle/equipment maintenance/repairs are made indoors. Oil containment kits and oil dry are readily available on-site and an oil/water separator is within the floor drain system.</p>
<p><b>7. Wash Wastewater Containment</b> 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>Vehicles are washed on-site. The building is equipped with floor drains and an oil/water separator.</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.

The Township currently stores its de-icing salt and sand in a Salt Barn (constructed in January 2006) adjacent to the municipal maintenance facility. Brine is stored in weatherproof containers as well.

**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.

All materials are stored at the wood recycling facility and garbage is transported to a proper facility. The Township is actively pursuing the new permit required by NJDEP for said facility.

**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.

Cold patch is stored on-site under a roofed structure and includes a concrete floor and bin box.

**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.

All materials are stored at the wood recycling facility and garbage is transported to a proper facility. The Township is actively pursuing the new permit required by NJDEP for said facility.

**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.

A dumpster is located at DPW for residential drop off and is emptied weekly. Wood waste and yard trimmings are hauled to the wood recycling facility. The Township is actively pursuing the new permit required by NJDEP for said facility.

**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.

Tires are stored under a roofed structure with three walls. The tires are removed bi-annually from the site.

**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.

There are no inoperable vehicles on-site.

## Form 10 – Training

### Part IV.F.6-10.

<b>Stormwater Program Coordinators</b>
Describe the training provided for the municipal Stormwater Program Coordinator.
The SPC attends the NJDEP training offered during every permit cycle which covers the responsibilities and training needed for the associated submissions.

<b>Topic</b>	<b>Municipal Employees</b>
Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos	
Describe the training provided for municipal staff.	
SPPP	The staff who's job requirements include the stormwater program will be trained utilizing virtual training provided by NJDEP and in-person training.
Construction Site Stormwater Runoff	The Township Engineer's office conducts inspections of municipal approved projects that disturb more than 1 acre. SESC oversees the LOD and all 5G3 permits are complied as part of the annual report.
Post-Construction Stormwater Management in New and Redevelopment	The staff responsible for the oversight of the post-construction runoff management program will train utilizing the guidance available from NJDEP.
Community-wide Ordinances	The staff responsible for approving and/or enforcing the stormwater related ordinances will receive annual training to identify and report violations related to the MS4 permit.
Community-wide Measures	The staff responsible for conducting community wide stormwater measures will receive annual training to ensure compliance with the SPPP and MS4 permit requirements/guidelines.

Stormwater Facilities Maintenance	The staff who's job requirements include the stormwater maintenance and inspection will be trained utilizing virtual training provided by NJDEP and in-person training to ensure compliance with the SPPP and MS4 permit requirements.
Municipal Maintenance Yards and Other Ancillary Operations	Daily inspections are conducted by the DPW staff as part of the daily routine operations. DPW staff inspects the yard and surrounding area at least once per month to ensure that there are no conditions that would be cause for a negative impact as part of Good Housekeeping/Best Management Practices.
MS4 Mapping	MS4 Mapping will be completed with the assistance from the Township Engineer.
Outfall Stream Scouring	The staff who's job requirements include inspection of outfalls will be trained utilizing virtual training provided by NJDEP and in-person training to ensure compliance with the SPPP and MS4 permit requirements.
Illicit Discharge Detection and Elimination	The staff who's job requirements include inspections for illicit connections will be trained utilizing virtual training provided by NJDEP and in-person training to ensure compliance with the SPPP and MS4 permit requirements.

<b>Stormwater Management Design Reviewers</b>	
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.	
Individuals who review and approve stormwater management designs within the Township will attend the mandatory training at least once every 5 years and any associated training for amendments to 7:8.	

**Municipal Board and Governing Body Members**

Describe the training provided for members of the planning/zoning board and municipal council.

Governing body and board members will complete the required training as provided on NJDEP's website. Subsequent training will be completed for each term completed thereafter.

**Training Records**

Indicate the location of training records for the above required training.

All training records will be maintained at Town Hall.

## Form 11 – MS4 Mapping

### Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	
c. MS4 interconnections	
d. MS4 storm drain inlets	
e. MS4 manholes	
f. Length of conveyance (channels, pipes, ditches, etc.)	
g. MS4 pump stations	
h. MS4 stormwater facilities (any that are not listed above)	
i. Maintenance yard(s) and other ancillary operations	
3. Describe how the municipality’s outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).	
<p>The DPW will coordinate with the Township Engineer to review any new development projects taking place within the Township throughout the year. The infrastructure being installed will be mapped prior to the deadline set forth by the updated MS4 permit.</p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<p>The DPW will work with the Township Engineer's staff to ensure compliance with the mapping required as part of the MS4 permit updates. The Township will revise their preexisting mapping to be in the format required by NJDEP.</p>	

## Form 12 – Watershed Improvement Plan

### *Part IV.H.*

1. Describe how your municipality is developing its Watershed Improvement Plan.
The Township will gather the necessary data to comply with the requirements set forth by the updated MS4 permit.
2. Describe any regional projects or collaboration efforts with other municipalities.
The Township will actively seek collaboration with stakeholders to improve the water quality in the area.
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
All records will be kept in the municipal clerk's office at Town Hall.