

Municipal Stormwater
Pollution Prevention Plan
for




City of Port Republic
Atlantic County
#NJG0141852
Revised December 5, 2019

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SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Bill Montag IV, Program Coordinator
Office Phone # and email	609-652-1501 bmontag@comcast.net
Signature/Date	 10/21/19
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Mathew Doran, P.E., P.P., P.L.S., C.M.E., C.P.W.M. – Municipal Engineer
Print/Type Name and Title	Barry Horas, Planning Board Chair
Print/Type Name and Title	Gail Haviland, Planning Board Vice-Chair
Print/Type Name and Title	Gary Giberson, Mayor
Print/Type Name and Title	Donna Riegel, Planning Board City Council Representative
Print/Type Name and Title	Kevin Cain, Planning Board City Employee, Building Official/Zoning Officer
Print/Type Name and Title	Kathy Brady, Planning Board Member
Print/Type Name and Title	Robert Haviland, Planning Board Member
Print/Type Name and Title	Bill Montag, Planning Board Member
Print/Type Name and Title	Paul Smisek, Planning Board Member
Print/Type Name and Title	Joseph Martin, Planning Board Alternate
Print/Type Name and Title	Doreen Kelly, Planning Board Alternate

Other SPPP Team Members

Print/Type Name and Title	Daniel Giberson, Public Works Laborer
Print/Type Name and Title	James Milton, Public Works Laborer
Print/Type Name and Title	Kim Campellone, City Clerk, Public Notice Coordinator

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.				
2.				
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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.portrepublicnj.org
2. Date of most current SPPP:	December 5, 2019
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	www.portrepublicnj.org (Municipal Code)
4. Date of most current MSWMP:	June 14, 2007
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	www.portrepublicnj.org or 143 Main Street Port Republic NJ 08241
6. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program:	<p>For meetings where public notice is required under the Open Public Meetings Act (Sunshine Law, NJAC 10:4-6 et seq.), City of Port Republic provides public notice in compliance with that regulation. Notice is provided in a local paper approved by the City (Press of Atlantic City.) In addition, all public meeting dates are provided and posted on the municipal web site.</p> <p>For the adoption of the Municipal Stormwater Management Plan and other municipal actions, Port Republic complies with the public notice requirements of the Municipal Land Use Laws (NJSA 40:55-1 et seq.)</p> <p>For the adoption of stormwater management ordinances and where ordinances must be read and adopted, Port Republic complies with the requirements of NJSA 40:49-1 et seq.</p>

SPPP Form 4 – Public Education and Outreach

All records must be available upon request by NJDEP.

1. Describe how public education and outreach events are advertised. Include specific websites and/or physical locations where materials are available.

All education and outreach events are posted on the municipal website (<http://www.portrepublicnj.org>) and are available at the municipal building.

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.

Port Republic holds an Annual Port Celebration Day where the City host an educational table.

Materials are included within the city newsletter and mailed to residents.

There is a Stormwater Bulletin Board in the foyer of city Hall.

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

Municipal Clerk's office

SPPP Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program

All records must be available upon request by NJDEP.

<p>1. How does the municipality define 'major development'?</p>
<p>Any development that provides for ultimately disturbing one or more acres of land and including ¼ acre of additional impervious surface. Disturbance is the placement of impervious surface or exposure and/or movement of soil bedding or clearing, cutting or removing vegetation.</p>
<p>2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?</p>
<p>No</p>
<p>3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?</p>
<p>A licensed engineer assures all project designs are in compliance with all applicable regulations and incorporates Best Management Practices.</p>

<p>4. Describe the process for reviewing major development project applications for compliance with the Stormwater Control Ordinance (SCO) and Residential Site Improvement Standards (RSIS). Attach a flow chart if available.</p>	
<p>Applications for Major Development are submitted to the city's Planning/Zoning Board for review and approval. This review includes confirmation by the Board's professionals that all projects comply with the local Stormwater Control Ordinance as well as the Residential Site Improvement Standards.</p>	
<p>5. Does the Municipal Stormwater Management Plan include a mitigation plan?</p>	<p>No</p>
<p>6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?</p>	<p>The Planning /Zoning Board files reside in the Municipal Clerk's office in the municipal building.</p>

SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

Ordinance permit cite IV.B.1.b.iii	Date of Adoption	Website URL	Was the DEP model ordinance adopted without change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i	3/8/2005	www.portrepublicnj.org/forms/	Yes	Code Enforcement
2. Wildlife Feeding permit cite IV.B5.a.ii	3/8/2005	www.portrepublicnj.org/forms/	Yes	Code Enforcement
3. Litter Control permit cite IV.B5.a.iii	3/8/2005	www.portrepublicnj.org/forms/	Yes	Code Enforcement
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	3/8/2005	www.portrepublicnj.org/forms/	Yes	Code Enforcement
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	3/8/2005	www.portrepublicnj.org/forms/	Yes	Code Enforcement
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	In process			Public Works
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	6/14/2007	www.portrepublicnj.org/forms/	Yes	Code Enforcement
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	3/8/2005	www.portrepublicnj.org/forms/	Yes	Code Enforcement
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	3/8/2005	www.portrepublicnj.org/forms/	Yes	Code Enforcement

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

Municipal Clerk's Office

SPPP Form 7 – Street Sweeping

All records must be available upon request by NJDEP.

<p>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.</p>
<p style="text-align: center;">All streets requiring sweeping are County roads and they are responsible for sweeping.</p>
<p>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.</p>
<p style="text-align: center;">N/A</p>
<p>3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.</p>
<p style="text-align: center;">N/A</p>
<p>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.</p>
<p style="text-align: center;">N/A</p>

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 basins and storm drains are inspected, cleaned, and maintained, including labels, annually,
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
No recurring problems.
3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
N/A
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 annually during inspections of the 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 at the Department of Public Works.

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.
During spring and fall storm basin cleaning, if labels are missing it is noted and scheduled for replacement.
2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.
Department of Public Works inspects storm drains for compliance and completes a re-inspection of storm drains.
3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.
Inspected twice a year by Department of Public Works
4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.
Follow-up by Department of Public Works

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:

Wrangleboro Road off Riverside Drive, Port Republic

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 – None

Intermediate products – None

Final products – None

Waste materials – None

By-products – None

Machinery – None

Fuel – None

Lubricants – None

Solvents – None

Detergents related to municipal maintenance yard or ancillary operations – None

Other – None

<p>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.</p> <p>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.</p>	
1. Fueling Operations	
	All municipal vehicles are fueled at private gas stations. All records associated with fueling are maintained at the Department of Public Works.
2. Vehicle Maintenance	
	Minor maintenance is done at the Transfer Stations by the Public Works Department. Major maintenance is done by private garages. Records associated with maintenance are maintained at the Department of Public Works.
3. On-Site Equipment and Vehicle Washing	
	<i>See permit attachment E for certification and log forms for Underground Storage Tanks.</i>
	All municipal vehicles in need of washing are taken to a privately-owned carwash.
4. Discharge of Stormwater from Secondary Containment	
	N/A
5. Salt and De-Icing Material Storage and Handling	

<p>The City has provided an area within its Public Work Yard for the County to store its de-icing materials. The de-icing material is covered by a dome to protect the material.</p> <p>In return for use of the city yard, the County provides the city with de-icing material.</p> <p>The present Public Work Yard and storage area is located by Moss Mill Road and Wrangleboro Road. Access to the site is from Riverside Drive via Wrangleboro Road.</p>
<p>6. Aggregate Material and Construction Debris Storage</p>
<p>Aggregate material or construction debris is stored in a metal dumpster on a concrete pad and removed through</p>
<p>7. Street Sweepings, Catch Basin Clean Out and Other Material Storage</p>
<p>N/A</p>
<p>8. Yard Trimmings and Wood Waste Management Sites</p>
<p>Located at the Department of Public Works Transfer Station. Made into compost or removed as appropriate.</p>
<p>9. Roadside Vegetation Management</p>
<p>The city does not spray along roadsides for weed control.</p>

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

<p>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.</p>		
Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	Storm Water Coordinator
2. Stormwater Facility Maintenance	Every year	Storm Water Coordinator
3. SPPP Training & Recordkeeping	Every year	Storm Water Coordinator
4. Yard Waste Collection Program	Every 2 years	Storm Water Coordinator
5. Street Sweeping	Every 2 years	Storm Water Coordinator
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Storm Water Coordinator
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Storm Water Coordinator
8. Waste Disposal Education	Every 2 years	Storm Water Coordinator
9. Municipal Ordinances	Every 2 years	Storm Water Coordinator
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Storm Water Coordinator & Construction Official
<p>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.</p> <p>Within 6 months of commencing duties, watch <i>Asking the Right Questions in Stormwater Review Training Tool</i>. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member.</p>		

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 Municipal engineer has completed the required training and maintains their own NJDEP certificate of completion records.

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.

Inspected annually and only cleaned when needed.

Tested weekly seasonally, May 1 thru September 5.

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

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 the Department of Public Works.

No illicit discharges have been detected.

If a dry weather flow is observed, additional physical information would be collected And an investigation would be conducted. An Illicit Connection Inspection Form Would also be completed to assist with determining the dry weather flow source.

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 City inspects all catch basin twice a year. If basin needs to be cleaned, it is then scheduled. Maintenance will be scheduled and repaired by 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.

City Engineer inspects once a year and follow-ups with homeowners as needed.

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.

Logs are kept in 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.

Municipality and County

Port Republic City
Atlantic County

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

Applicable Stream TMDL(s)

None

Applicable Lake TMDL(s)

None

Applicable Shellfish TMDL(s)

- Five Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 14

Total coliform - 2006 : Mullica Middle-A : [View the TMDL Document](#)

- Five Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 14

Total coliform - 2006 : Mullica Middle-A, Mullica Upper-A : [View the TMDL Document](#)

- Five Total Maximum Daily Loads for Total Coliform to Address Shellfish-Impaired Waters in Watershed Management Area 14

Total coliform - 2006 : Mullica Middle-A, Nacotemott-A : [View the TMDL Document](#)

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

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.

None

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

Yes, adopted 03/08/2005