

2020

Draft from
Donny

Stormwater Pollution Prevention Plan

DONNY RUSSELL

22 WAKELEE DR DEMAREST NJ 07432

0150274

1/2/20

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SPPP Form 1 – SPPP Team Members

Stormwater Program Coordinator (SPC)	
Print Name and Title	DONNY RUSSELL SUPERINTENDENT
Office Phone # and e-Mail	2017685439 DRUSSELL@DEMARESTNJ.ORG
Signature/Date	
Individual(s) Responsible for Major Development Project Stormwater Management Review Please see training requirements for stormwater management reviewers on Form 9.	
Print Name/ Title/Affiliation	MASER ENGINEERING
Print Name/ Title/Affiliation	CARL O BRIEN ENGINEER
Print Name/ Title/Affiliation	
Print Name/ Title/Affiliation	
Print Name/ Title/Affiliation	
Other SPPP Team Members	
Print Name/ Title/Affiliation	KEVIN BURNETTE BUILD OFFICIAL
Print Name/ Title/Affiliation	DONNY RUSSELL SUPERINTENDENT
Print Name/ Title/Affiliation	SUSAN CROSMAN BORO CLERK
Print Name/ Title/Affiliation	

SPPP Form 2 – Revision History

	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

1. Website URL where the Stormwater Pollution Prevention Plan (SPPP) is posted online:	demarestnj.org
2. Physical location and/or website URL where records of public notices, meeting dates, minutes, etc. are kept:	demarestnj.org
3. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of its MS4 stormwater program:	
<p>For meetings where public notice is required under open public meeting act Sunshine law NJSA 10:4-6 et seq</p> <p>the Borough of Demarest provides public notice in a manner that complies with requirments of the act. Also in regard to the passage of ordinances, Demarest provides public notice in a manner that complies with the requirments of NJSA 40:49-1 seq. In addition for municipal actions eg adoption of the municipal stormwater managment plan, subject to public notice requirments in the municipal land use law NJSA 40:55D-1 et seq. the Borough of Demarest complies with those requirements.</p>	

SPPP Form 4 – Public Education and Outreach

This is only required for colleges, universities, and military bases with dependents living on base.

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

The Borough will achieve compliance with the renewal permit requirements for this aspect of the permit through a variety of different measures: including but not limited to the following:
Present dept> literature at an annual event Octoberfest/ Demarest Day/ Earth day

Distribute depts. educational to residents and business in the Borough annually / Borough newsletter.

Distribute an annual letter from the governing body to every resident and business in the municipality highlighting the requirements and environmental benefits of the stormwater ordinances

Install billboard poster at borough hall and Rec areas.

Conduct education in schools

cleanwater.nj.org

demarest.nj.org

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

Dpw 22 Wakelee drive also Borough hall 118 serpentine rd

Jessica Wang Environmental commission also keeps records for earth day

**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'?
The municipality defines "major development" in their ordinance Section 149:3 as "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. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?
When it comes to major development, the Borough does not approach residential projects differently than commercial projects.
3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?
Any municipal project that would be defined as a major development is reviewed by the Borough Engineer for compliance with the Stormwater Control Ordinance.

Municipality Name / County / NJDES # / Date

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

All records must be available upon request by NJDEP.

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>Major development project applications are reviewed for compliance with the Stormwater Control Ordinance and Residential Site Improvement Standards when they are submitted to the Planning Board. The Planning Board Engineer reviews the project in regards to the non-structural strategies, water quantity, water quality and groundwater recharge.</p>	
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?	Demarest Municipal Building 118 Serpentine Road, Demarest, NJ 07627

Municipality Name / County / NJDES # / Date

SPPP Form 6 – Regulatory Mechanisms

Regulatory Mechanism	Date of Adoption	Website URL	DEP model regulatory mechanism adopted w/o change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i.	6/27/2005	demarestnj.org	yes	police code enforcement
2. Wildlife Feeding permit cite IV.B.5.a.ii.	6/27/2005	demarestnj.org	yes	police code enforcement
3. Litter Control permit cite IV.B.5.a.iii.	6/27/2005	demarestnj.org	yes	police code enforcement
4. Improper Disposal of Waste permit cite IV.B.5.a.iv.	6/27/2005	demarestnj.org	yes	police code enforcement
5. Residential Yard Waste Collection (for residences located within permittee property) permit cite IV.B.5.a.v.	6/27/2005	demarestnj.org	yes	dpw code enforce police
6. Illicit Connection Prohibition permit cite IV.B.5.a.vii.	6/27/2005	demarestnj.org	yes	building and engineer

Indicate the location of records associated with the regulatory mechanisms above and related enforcement actions:

Borough hall

SPPP Form 7 – Street Sweeping

1. Provide a map or describe the location of all streets and paved parking lots that are owned or operated by the permittee. Indicate which of these streets and parking lots have storm drain inlets that direct stormwater runoff into an MS4 or discharge directly to surface water.

Map is attached flash drive in the dpw office. The borough engineer will map out for 2020 GIS all outfall pipes location and investigate each pipe.

2. Describe the sweeping schedule for all streets and paved parking lots that are owned or operated by the permittee.

The dpw schedules the town to be cleaned in 8 days . Park st is cleaned everytime the sweeper is in operation. All streets swept are documented and are in the dpw files. There is one parking lot that is borough hall.

3. Indicate the location of records, including sweeping dates, areas swept, number of miles swept and total amount of materials collected each month.


27.27 miles are swept every eight to ten days weather permitting. 2 yds to peak 4yds are collected and dumped in a dumpster at the nature center. Records are kept at the dpw in the stormwater book.

→ street sweeping in dumpster.

37.04

04

SPPP Form 8 – Catch Basins and Storm Drain Inlets

1. Describe the schedule for inspections, cleaning, and maintenance of catch basins and storm drain inlets that are owned or operated by the permittee.
-The schedule for inspecting and cleaning is as follows. During the summer months a vacuum truck is rented and all drains are inspected and cleaned if needed. Any storm drains that are rebuilt are put on a list to correct. There is a list in the stormwater book at the dpw
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc. For each, describe what measures are taken to address the problems and explain how such work is prioritized.
Wells ct , Duckpond . These are not due to debris but volume of water . There is no measures to correct but to let the water recede. 
3. Describe the inspection and label maintenance plan on storm drain inlets that do not have permanent wording cast into the design.
The dpw will perform a label system to identify the drains. The drains are also updated through road improvements.
4. Indicate the location of records that include catch basin and storm drain inlet inspections, and the amount of materials collected during catch basin and storm drain inlet cleanings.
All records are at 22 wakelee dr in the stormwater book.
5. Describe how the permittee ensures that storm drain inlets within the Public Complex are retrofitted.
Drain covers are purchased and installed . Inspection and road improvements

SPPP Form 9 – Employee Training

A. Permittee 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/Ancillary Operations	Every year	Donny
2. Stormwater Facility Maintenance	Every year	Donny
3. SPPP Training & Recordkeeping	Every year	Donny/ Susan
<i>For Public Complexes with residents only</i> 4. Residential Yard Waste Collection	Every 2 years	Borough of Demarest
5. Street Sweeping	Every 2 years	Donny
6. Illicit Connections & Outfall Mapping	Every 2 years	Maser Engineering
7. Outfall Stream Scouring	Every 2 years	Maser Engineering
8. Waste Disposal Education	Every 2 years	Borough of Demarest
9. Regulatory Mechanisms	Every 2 years	Maser Engineering
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Maser Engineering

B. Stormwater Management Reviewer Training: All individuals who review the stormwater management design for development and redevelopment projects on behalf of the permittee 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 permittee's list of the names and dates of individuals that received the Department approved training: Carl O brien Maser engineering email info when needed

location

SPPP Form 10 – Maintenance Yards and Other Ancillary Operations

Complete separate forms for each location.

1. Address of maintenance yard or ancillary operation (complete one form per location):

22 Wakelee dr Demarest nj 07627

2. List all materials and machinery located at this location that are exposed to stormwater which could be a source of pollutants in a stormwater discharge.

Raw materials – Salt , Brine, oil , gas, anti freeze, trans fluid,

Intermediate products – wood metal rubber

Final products – n/a

Waste materials – Garbage recycled oil recycling material metals

By-products – n/a

Machinery – trucks , loaders salters motor vehicles

Fuel – Gas, Desiel

Lubricants – all types of oils needed for trucks grease

Solvents – parts cleaner

Detergents related to maintenance yard or ancillary operations –

Other –

(SPPP Form 10 continued)

3. Indicate the location of monthly inspection logs documenting inspections of this location:

Currently working on inspection logs for the dpw . Will post in the garage and inspect monthly

4. Describe the procedures for cleaning spills and disposing of clean-up waste. Indicate the location of materials used for cleaning, e.g., kitty litter, sawdust, etc.

Speedy dry absorbent pads → indicate location?

5. List all containers stored at this location, including the content, and location. For containers that are stored outside, indicate if they are covered, what they are placed upon, and if the area is graded or contained by berms.

oil calcium chloride gas brine anti freeze . All lubricants for trucks

6. For each category below, describe the best management practices in place to ensure compliance with all requirements in the permit. Indicate the location of inspection logs and tracking forms associated with this maintenance yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.

a. Fueling Operations

none on site gas cans only

b. Discharge of Stormwater from Secondary Containment

n/a

c. Vehicle Maintenance

all maint, is done at 22 wakell dr performed in house

d. On-Site Equipment and Vehicle Washing

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

inside bays there is a collecting system

e. Salt and De-Icing Material Storage and Handling

in a garage with a door contained.

f. Aggregate Material and Construction Debris Storage

in cold storage bays enclosed

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

all done at nature center . Picked up and put into the dumpster for removal

h. Yard Trimmings and Wood Waste Management

Note that leaves, grass clippings, woodchips, and brush are considered yard trimmings and trees, stumps, and untreated lumber are considered wood waste.

Grass is picked up by sanitation company. Roadside brush leaves are picked up by the dpw. Trees stumps are put into a dumpster and taken to Organic recycling in NY. chips are brought to benji Bros for disposal.

SPPP Form 11 – Mapping Outfall Pipes and Stormwater Facilities

Visit https://www.nj.gov/dep/dwq/msrp_map_aid.htm for the NJ DEP free mapping application.

- 1. Mapping Outfall Pipes:** Attach an image or provide a link to a map of the outfall pipes located on the Public Complex property, showing the location of the end of all MS4 outfall pipes (in tidal and non-tidal receiving waters) owned or operated by the Public Complex which discharge to a surface water body. Include the location and name of all surface water bodies receiving discharges from those outfall pipes.

Note that the permittee must submit the outfall pipe map to NJ DEP by January 1, 2020. Updates to the outfall pipe map shall be submitted annually to include new or newly identified outfall pipes. Outfall pipes may be included on the map of stormwater facilities and submitted with the Annual Report and Certification (see #2 below).

Mar is on a flash drive at the dpw. It can be emailed also. For 2020 engineer is currently updating the GIS program required

- 2. Mapping Stormwater Facilities:** Attach an image or provide a link to a map of the stormwater facilities located on the Public Complex property. Include the property boundaries of the Public Complex, location of each stormwater facility, e.g., outfalls, inlets, basins, subsurface infiltration/detention systems, culverts, MTDs, green infrastructure, etc.

Note that the permittee must submit the stormwater facilities map to NJ DEP by January 1, 2020. Updates to the stormwater facilities map shall be submitted annually to include new or newly identified stormwater facilities as an attachment to the Annual Report and Certification.

Also on a flash drive / email provided

SPPP Form 12 – Outfall Pipe Inspections

1. **Inspections:** Describe the program in place to inspect the outfall pipes located on Public Complex property. Records must include the location, inspection date, inspector name, findings, preventative and corrective maintenance performed. Indicate the location of records.

Monthly there inspections done by the dpw .
Wells ct cleaned outfall pipe Feb 5 2019
Anderson av swell pond inspected Feb 5 2019
Glenwood outfall pipe on Feb 5 2019
Pine terr inspected Jan feb March April of 2019 end of the month

2. **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.

Engineer will perform observation indicate where corrections are needed and documented. ←
Dpw also checks the 22 outfall pipes monthly . Especialy during heavy rains storms

3. **Illicit Discharges:** Describe the program in place for conducting visual dry weather inspections of permittee-owned or operated outfall pipes. Record results of investigations and actions taken using NJDEP's form at https://www.nj.gov/dep/dwq/public_complex/pdf/PC_Illicit%20Connection%20Inspection%20Report%20Formpdf.pdf.

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 NJ DEP as an attachment to the Annual Report and Certification.

None of 2019 . No discharge reported

SPPP Form 13 –Stormwater Facilities Inspection and Maintenance

- 1. Inspections:** Describe the program in place to inspect, clean, and maintain the stormwater facilities located on Public Complex property. Records must include the type of stormwater facility, location, inspection date, inspector name, findings, preventative and corrective maintenance performed. Indicate the location of records.

The stormwater system is inspected and maintained annually . We rent machinery to clean and we document material yds and location.

- 2. Maintenance:** Indicate the location of maintenance plans related to maintenance of stormwater facilities on Public Complex property.

NJDEP provides materials to assist permittees with this requirement at https://www.nj.gov/dep/stormwater/maintenance_guidance.htm.

All inspections are performed by the dpw on an monthly bases. Stormwater facilities are checked and repaired when needed. There was no maint. as Of 2019

SPPP Form 14 – Total Maximum Daily Load Information

1. List the names of the adopted Total Maximum Daily Loads (TMDLs), parameters addressed, and the affected water bodies associated with any segment of surface water wholly or partially within or bordering the Public Complex.

Refer to the list of TMDL reports provided at <http://www.nj.gov/dep/wms/bears/tmdls.html>.

Utilize the TMDL look-up tool at <https://www.nj.gov/dep/dwq/msrp-tmdl-rh.htm> to identify impaired water bodies bordering the Public Complex.

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

For guidance on TMDLs, visit <https://www.nj.gov/dep/dwq/pdf/10-21-16-tmdl-tool-box.pdf>.

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.

Total Maximum Daily Loads for Fecal Coliform to Address 32 Streams in Northeast Water Region Watershed Management Area 5; Approved: June 6, 2023. Affected water bodies: Tenakill Brook at Cedar Lane.

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

By identifying sources of water pollution noted in the TMDL document, the Municipality can focus on specific activities which can address specific pollutants. Each year the Borough distributes a letter from the governing body to every resident and business in the municipality highlighting the requirements and environmental benefits of the stormwater ordinance which is directly related to the adopted TMDL reports.

SPPP Form 15 – Additional Measures and Optional Measures

1. Additional Measures: Describe any Best Management Practice(s) and the related measurable goal or numeric effluent limitations that are expressly required by the Department to be included in the permittee's stormwater program by a TMDL.

2. Optional Measures: Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Public Complex MS4 NJPDES permit that prevents or reduces water pollution.

SPPP Form 16 – Shared Services

1. List the permit conditions that are satisfied through a shared or contracted service where an entity other than the permittee is implementing BMP(s) or control measure(s) on the permittee's behalf. Include the name of the entity responsible for satisfying each applicable permit condition.

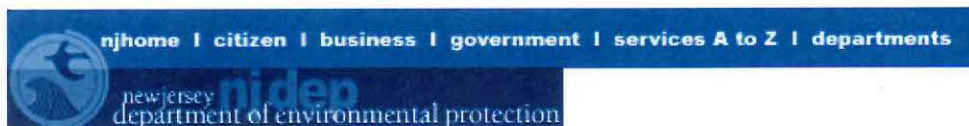
Note that the permittee is responsible for ensuring that the BMP(s)/control measure(s) are at least as stringent or as frequent as the corresponding permit requirement. The permittee is responsible for compliance with the permit if the other entity fails to implement the measure(s) or component(s).

The permittee is responsible for maintaining the appropriate documentation related to permit conditions, including those satisfied through shared services, in the SPPP and on the Annual Report and Certification.

Shared service only for fuel
demarest Borough does not share any other services

2. For each permit condition that is satisfied through a shared or contracted service, describe the arrangements in place. Indicate the physical location of any written agreements and records.

Closter Nj for fuel .

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Version: 6.5

Currently logged in: Donald Russell (DEMARESTDPW)

NJG0150274

Server: Server_1

DEMAREST BORO

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You have completed the Annual Report submittal process. You may print or save a copy of this submittal report for your records.

Service ID: 1038736
Facility Name: DEMAREST BORO
Reporting Period: January 1, 2019 through December 31, 2019
NJPDES Permit #: NJG0150274
Activity ID: DST170001

Contacts

Name: Donny Russell
Title: Superintendent
Contact Type: Stormwater Coordinator
Organization Name: DEMAREST BORO
Organization Type: Municipal
E-Mail: drussell@demarestnj.org
Phone: (201) 768-2581 (Fax Number)
(201) 587-3822 (Cell Phone Number)
Contact Address: 22 WAKELEE DR
Demarest Boro, New Jersey 07627

Uploaded Attachments

Attachment Name	Attachment Description	File Name
supplemental Questionnaire		Supplemental_Questionnaire 2019.pdf

Annual Report Details - Part A**Municipality Information**

Team member responsible for completing the report:

Donny Russell

Team member email address:

drussell@demarestnj.org

Stormwater Pollution Prevention Plan

1. Has the municipality revised its Stormwater Pollution Prevention Plan during the last calendar year?

Yes

2. Date of the last revised SPPP:

03/07/2018

Public Notice

1. Is the municipality complying with applicable State and local public notice requirements when providing for public participation in the ongoing development and implementation of the stormwater program?

Yes

Report Details - Part B**Post-Construction Stormwater Management in New Development and Redevelopment**

1. Is the municipality reviewing and approving major development residential projects in accordance with the Residential Site Improvement Standards (RSIS)?

Yes

2. Did the municipality adopt a municipal stormwater management

Yes

plan?	
3. Most recent date of adopted municipal stormwater management plan:	03/09/2005
4. Status of this plan (if not adopted):	
5. Did the municipality adopt the municipal stormwater control ordinance provided by NJDEP without change?	Yes
6. Most recent date the municipality adopted a municipal stormwater control ordinance:	04/17/2006
7. What is the current status of the ordinance?	
8. Did the municipality submit the adopted municipal stormwater management plan to the appropriate county review agency for approval?	Yes
9. Most recent date the adopted Municipal Stormwater Management Plan was submitted to the appropriate county review agency for approval:	12/12/2005
10. If yes, did the municipality send the adopted municipal stormwater control ordinance to the appropriate county review agency for approval?	Yes
11. Most recent date the adopted Municipal Stormwater Control Ordinance was submitted to the appropriate county review agency for approval:	03/10/2006
12. Status of county review:	Approved
13. Did the municipality adopt the review agency's required amendments and resubmit to the county review agency?	
14. Is the Stormwater Control Ordinance in effect?	Yes
15. Most recent effective date of Stormwater Control Ordinance:	04/17/2006
16. Ordinance Number(s):	925
17. What is the current status of the adopted plan and ordinance?	
18. Are you reviewing projects as part of your site plan and subdivision approval process to ensure that they comply with your municipality's effective municipal stormwater control ordinance(s)?	Yes
19. How many projects that were subject to either the municipal stormwater control ordinance or the stormwater provisions of RSIS did the municipality approve?	5

20. Does the municipal stormwater management plan contain a mitigation plan?	Yes
21. Has the municipality granted any variances or exemptions from the design and performance standards for stormwater management measures set forth in the approved municipal stormwater management plan and stormwater control ordinance(s)?	No
22. If yes, how many variances or exemptions from the design and performance standards has the municipality granted?	
23. If granted any variances or exemptions, did you submit a written report to the county review agency describing the variance or exemption and the required mitigation?	
24. Does the municipality's plan review evaluate storm drain inlet protection for solids and floatables in accordance with Attachment C of the permit?	Yes
25. Does the municipality require plans for long-term operation and maintenance for stormwater BMPs?	Yes
26. Are you ensuring that adequate long-term operation and maintenance of stormwater BMPs is being performed on property that you do not own or operate? Please keep an inventory of stormwater BMPs indicating type, function and location in a format provided by the Department onsite and available for inspection or upon request.	Yes
27. Briefly indicate how this is being accomplished (e.g., ordinance requiring operation and maintenance by private entity; operation and maintenance by you or other governmental entity):	conditions of land use approval
28. Is the municipality's stormwater management plan re-examined at each re-examination of the master plan in accordance with N.J.A.C. 7:8-4?	N/A - we did not re-examine our master plan this year
29. Date re-examination report was last adopted:	

Report Details - Part C

Local Public Education Program and Outreach

1. Has the municipality developed a Local Public Education Program?	Yes
---	-----

2. Has the municipality conducted educational activities that total the minimum number of points required by the permit?

Yes

Storm Drain Inlet Labeling

1. Has the municipality established a storm drain inlet labeling program?

Yes

2. Indicate the percentage labeled to date:

100%

3. Other Amount:

4. Is your municipality maintaining the labels (i.e. replacing and/or repainting)?

Yes

Community Wide Ordinances

Have you adopted and are you enforcing a regulatory mechanism for:

1. Pet Waste Ordinance:

Yes

2. Date adopted:

06/27/2005

3. Litter Ordinance/State Litter Statute:

Litter Ordinance

4. Date adopted:

06/27/2005

5. Improper Disposal of Waste Ordinance:

Yes

6. Date adopted:

06/27/2005

7. Wildlife Feeding Ordinance:

Yes

8. Date adopted:

06/27/2005

9. Containerized Yard Waste Ordinance / Yard Waste Collection Program Ordinance:

Adopted Both

10. Date adopted:

06/27/2005

11. Illicit Connection Ordinance:

Yes

12. Date adopted:

06/27/2005

13. Refuse Container/Dumpster Ordinance:

Yes

14. Date adopted:

08/23/2010

15. Private Storm Drain Inlet Retrofitting Ordinance:	Yes
16. Date adopted:	08/23/2010
17. Status of these ordinances (if not adopted):	
18. Method(s) of enforcement (e.g., summons, warnings, additional signs, etc.):	warning then summons
19. Are you distributing the Pet Waste Information Sheets with pet licenses?	Yes

Report Details - Part D**MS4 Outfall Pipe Mapping**

1. Has the municipality completed the mapping of the MS4 outfall pipes?	Yes
2. Date completed:	03/27/2009
3. Number of outfall pipes that you operate in the municipality:	22
4. How many MS4 outfall pipes are mapped?	22

Illicit Connection Elimination Program

1. Does the municipality have an ongoing program to detect and eliminate illicit connections to municipally owned or operated outfall pipes?	Yes
2. How many outfall pipes were inspected during the past calendar year?	10
3. Number of illicit connections detected during the past calendar year:	10
4. Number of illicit connections eliminated during the past calendar year:	0

Street Sweeping Program

1. In the past calendar year, were all required streets swept?	Yes
2. What was the total number of miles swept?	40

List the amount of materials collected for each month in 2019.

3. Units:	Cubic yards
4. January:	2
5. February:	2
6. March:	2
7. April:	4
8. May:	5
9. June:	5
10. July:	3
11. August:	3
12. September:	2
13. October:	3
14. November:	5
15. December:	3
16. Total (Note: 1.053 cubic yards = 1 ton):	37.04
17. Explain the reason if reporting zero (0) for a month above:	

Storm Drain Inlet Retrofitting

1. Has the municipality completed repaving, repairing, reconstruction, or alterations on any road surfaces in direct contact with municipally owned or operated storm drain inlets?	Yes
2. Approximately what percentage of storm drains within the municipality currently meet the standard?	54

Stormwater Facility Maintenance

Stormwater facilities include, but are not limited to, catch basins, extended detention basins, low flow bypasses, underground detention, dry wells, manufactured treatment devices, pervious paving buffers, infiltration basins/trenches, sand filters, constructed wetlands, wet ponds, bioretention, rooftop vegetated cover, vegetative filters, and stormwater conveyance systems. Stormwater facility inventories that indicate the type, function, and location of the facility must be kept onsite and available for inspection or upon request in a format provided by the Department. The format is available as SPPP Form 13 at: http://www.nj.gov/dep/dwq/pdf/Tier_A/A%20-%20pdf%206.pdf.

1. Have you developed a Stormwater Facility Maintenance Program?	Yes
--	-----

Other Stormwater Facilities

1. Were all stormwater facilities that you operate inspected?	Yes
---	-----

2. Were any found to be in need of cleaning or repair in order to function properly?	No
--	----

3. During the past calendar year, were any stormwater facilities (excluding catch basins) cleaned?	
--	--

4. Were repairs made?	
-----------------------	--

5. Describe repair(s) or if repairs have not yet been made, provide a schedule for the repair(s):	
---	--

Catch Basins

1. Total number of catch basins that the municipality operates:	378
---	-----

2. Total number of catch basins inspected:	378
--	-----

3. Total number of catch basins cleaned:	378
--	-----

4. Amount of materials removed from catch basins, in tons, during the past calendar year:	20
---	----

5. Units:	Cubic yards
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Report Details - Part E

Outfall Pipe Stream Scouring Remediation

For all outfall pipes undergoing remediation through a scour remediation program, attach additional page(s) as necessary indicating the location of the outfall pipe (including the alphanumeric identifier), the repair start date, and the repair completion date.

1. Has the municipality developed a prioritized list of outfall pipes requiring outfall pipe stream scouring remediation?

Yes

De-icing Material and Sand Storage

1. Does the municipality have a permanent structure for all de-icing material storage?

Yes

2. If sand is being stored outside, is it set back 50 feet from storm sewer inlets, ditches or other stormwater conveyance channels, and surface water bodies?

Yes

Fueling Operations

1. Is the municipality implementing Best Management Practices for vehicle fueling and receiving of bulk fuel deliveries at maintenance yard operations in accordance with Attachment E of the permit?

N/A - no fueling

Vehicle Maintenance

1. Is the municipality implementing Best Management Practices for vehicle maintenance and repair activities at maintenance yard operations in accordance with Attachment E of the permit?

Yes

Good Housekeeping Practices

1. Is the municipality implementing Good Housekeeping Practices for all materials or machinery listed in the Inventory Requirements for Municipal Maintenance Yard Operations (including maintenance activities and ancillary operations) in accordance with Attachment E of the permit?

Yes

Equipment and Vehicle Washing

1. Has the municipality implemented measures to properly handle the discharge of equipment and vehicle wash wastewater from municipal maintenance yard operations?	Yes
2. Please indicate which option you implemented to eliminate the unpermitted discharge:	Connected to sanitary sewer
3. Date the management measure was implemented:	03/18/2012
4. What is the NJPDES permit number that authorizes the discharge of vehicle and equipment wash wastewater?	
5. Is the municipality maintaining records of vehicle and equipment washing?	

Annual Employee Training

1. Did the municipality conduct training for employees on stormwater related topics as required under the MS4 permit (e.g., police officers trained on ordinances)?	Yes
2. List date(s) of employee training:	April 2019

Report Details - Part F**Sharing of Responsibilities**

Does the municipality share services with another entity to satisfy a permit requirement?	Yes
---	-----

For each of the following, indicate if you are relying on another entity to satisfy all or part of any permit requirements. Please provide additional information for any "Yes" answers in the provided Comments field.

1. Public notice:	No
-------------------	----

2. Comments:	
3. Ensure compliance with RSIS for stormwater management:	No
4. Comments:	
5. Municipal stormwater management plan:	No
6. Comments:	
7. Municipal stormwater control ordinance:	No
8. Comments:	
9. Long term operation and maintenance of BMPs (post-construction):	No
10. Comments:	
11. Storm drain inlet design standard (post-construction):	No
12. Comments:	
13. Local public education program:	No
14. Comments:	
15. Storm Drain Inlet Labeling Program:	No
16. Comments:	
17. Illicit connection elimination program:	No
18. Comments:	
19. Street sweeping:	No
20. Comments:	
21. Storm drain inlet retrofitting:	No
22. Comments:	
23. Maintenance of municipally operated stormwater facilities:	No
24. Comments:	
25. Outfall pipe stream scouring:	No
26. Comments:	
27. De-icing and sand storage:	No
28. Comments:	

29. Fueling operations:	Yes
30. Comments:	Closter dpw for fueling
31. Vehicle maintenance:	No
32. Comments:	
33. Good Housekeeping:	No
34. Comments:	
35. Vehicle and Equipment Washing:	No
36. Comments:	
37. Employee Training:	Yes
38. Comments:	Msi jif training

Incidents of Non-compliance

1. Did your municipality have any incidents of non-compliance?	No
2. Identify the steps being taken to remedy the noncompliance and to prevent such incidents from recurring. (If the text box is not large enough to complete this section, please provide your report as an attachment and upload it on the next screen. Please reference the attachment in the textbox.)	

Certification

Certifier: Donald Russell
Certifier ID: DEMARESTD PW
Challenge/Response Question: What is your father's middle name?
Challenge/Response Answer: *****
Certification PIN: *****
Date/Time of Certification: 04/30/2020 11:39

"I certify under penalty of law that this Annual Report and Certification and all attached documents were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate this information. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering this information, the information in this Annual Report and Certification and all attached documents is, to the best of my knowledge and belief, true, accurate and complete.

"I certify that the municipality is in compliance with its stormwater program, Stormwater Pollution Prevention Plan (SPPP) and the NJPDES Tier A Municipal Stormwater General Permit No. NJG0150274 except for any incidents of non-compliance which are identified herein. For any incidents of non-compliance, the Annual Report identifies the steps being taken to remedy the non-compliance and to prevent such incidents from recurring.

"I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for purposely, knowingly, recklessly, or negligently submitting false information."

Please note, no changes will be allowed to be made to this report upon its certification. If you need to correct or modify the report after certification, please contact your case manager at (609) 633-7021 so they may enable that function.

Donald Russell
General

04/30/2020
Date

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Department of Environmental Protection
P. O. Box 402
Trenton, NJ 08625-0402

Last Updated: June 24, 2004

Instructions for Saving and Submitting the

2019 MS4 Tier A Permit Annual Report - Supplemental Questionnaire

1. Once opened, please save the Questionnaire to your computer, using the "Save As" function. This can be done by going to FILE > then Save As... or Shift + Ctrl + S. Name the document Supplemental_Questionnaire_TOWN NAME
2. Complete the Questionnaire.
3. Once you have completed the Questionnaire, use the "Save" function to save your answers to the Questionnaire to your computer. This can be done by going to FILE > then Save or Ctrl + S.
4. The completed and saved Questionnaire must then be uploaded as an attachment, in Part 7, to your Annual Report before the Annual Report is submitted to the Department.
5. To access the Annual Report, open the link to "NJDEP Online Portal" at http://www.nj.gov/dep/dwq/tier_a.htm. In Part 7, you will be asked to complete information regarding the file(s) to be uploaded. Navigate to your saved Questionnaire and then hit the "Upload" button in the lower right section of Part 7. The Annual Report will indicate if the Questionnaire was successfully uploaded. Then click on the "Continue" button and proceed with finalizing your Annual Report.

Your Annual Report will be considered incomplete if the Supplemental Questionnaire is not attached. If you experience any difficulty in this process, please contact your municipal case manager at 609-633-7021.

Please note that use of Adobe Acrobat Reader DC is recommended. This free software is available for download at <http://get.adobe.com/reader/>. If you have an earlier version of Adobe Reader, please go to the Adobe website at <http://tv.adobe.com/watch/acrobat-x-tips-tricks/quick-tip-how-to-save-form-data-in-adobe-reader/> for detailed instructions on how to save your completed Questionnaire.

2019 MS4 Tier A Permit Annual Report - Supplemental Questionnaire

General Information

A. Municipal Information

Municipality: Demarest

County: Bergen

Stormwater Coordinator: Donny Russell

Phone: 201-7685439

Email: drussell@demarestnj.org

Public Involvement and Participation

Provide a web address for each of the following:

Current Stormwater Pollution Prevention Plan (SPPP): <http://demarestnj.org>

Municipal Stormwater Management Plan: <http://demarestnj.org>

Local Public Education and Outreach

Report the number of points obtained in each public education and outreach category:

General Public Outreach: 13

Watershed/Regional Collaboration:

Targeted Audiences Outreach: 5

Community Involvement Activities: 4

School/Youth Education and Activities: 2

Has the municipality advertised public education and outreach activities on the municipalities website?: ☒ Yes ☐ No

Post Construction Stormwater Management

Note: This portion of the annual report should be completed by a person knowledgeable in post-construction stormwater management project review and approvals.

Name of person completing this section: Donny Russell

Affiliation of person completing this section: Superintendent DPW

Please fill out the attached major development project list for all major developments approved in the last calendar year.

Community Wide Ordinances

Does the municipality maintain a database to track all instances of community wide ordinance violations?:

☒ Yes ☐ No

Provide the web address for each ordinance and report the entity responsible for the enforcement of each ordinance as well as the number of warnings and violations issued for each in the past calendar year:

Pet Waste Ordinance <http://demarestnj.org>

Entity: Police Code Enforcement

Warnings/Violations: 0

Wildlife Feeding Ordinance <http://demarestnj.org>

Entity: Police

Warnings/Violations: 0

Litter Control Ordinance <http://demarestnj.org>

Entity: Police code Enforcement

Warnings/Violations: 0

Improper Disposal of Waste Ordinance <http://demarestnj.org>

Entity: Police Code Enforcement

Warnings/Violations: 0

Containerized Yard Waste/Yard Waste Collection Program Ordinance <http://demarestnj.org>

Entity: Code enforcement

Warnings/Violations: 0

Private Storm Drain Inlet Retrofitting Ordinance <http://demarestnj.org>

Entity: Building dept engineer

Warnings/Violations: 0

Illicit Connection Ordinance <http://demarestnj.org>

Entity: Building dept/Engineer

Warnings/Violations: 0

Stormwater Control Ordinance <http://demarestnj.org>

Entity: engineer

Warnings/Violations: 0

Municipal Maintenance Yard and Other Ancillary Operations

Does the municipality maintain a list of all materials and machinery located at each municipal maintenance yard and ancillary operation which could be a source of pollutants in a stormwater discharge?: ☒ Yes ☐ No

Has the municipality implemented Best Management Practices as described in Attachment E for all applicable activities at each municipal maintenance yard and ancillary operation owned or operated by the municipality?: ☒ Yes ☐ No

Does the municipality maintain an inspection log detailing conditions requiring attention and remedial actions taken at municipal maintenance yards and other ancillary operations?: ☒ Yes ☐ No

Does the municipality have an underground vehicle wash water storage tank? ☐ Yes ☒ No

Employee Training

Does the municipality maintain records of employee training including sign in sheets, dates of training, and training agendas?: ☒ Yes ☐ No

Does the municipality maintain a list of the names and dates of the municipal board and governing body members that review and approve applications for development and redevelopment projects who have completed the "Asking the Right Questions in Stormwater Review" training tool?: ☒ Yes ☐ No

Does the municipality maintain a list of the names and dates of individuals that review development and redevelopment projects for compliance with NJAC 7:8 on behalf of the municipality who have completed the Department approved stormwater management training once every 5 years?: ☒ Yes ☐ No

Outfall Pipe Mapping

Check the box(es) for the components included on the municipality's outfall pipe map in addition to MS4 outfalls and surface water bodies:

Conveyances (Pipes, Swales, Ditches) ☒Stormwater Management Basins ☒Culverts ☒Storm Drain Inlets ☒Block and Lots ☐Streets/Roadways ☒Green Infrastructure ☐Subsurface Infiltration/Detention Basins ☐Manufactured Treatment Devices ☐

Has the municipality included the outfall pipe map in the SPPP?: ☒ Yes ☐ No

Does the municipality update the outfall pipe map annually?: ☐ Yes ☒ No

Does the municipality's map identify outfalls that do not discharge to surface waters?: ☐ Yes ☒ No

Stream Scouring

How many outfalls did the municipality inspect for stream scouring in the past calendar year?: 22

How many instances of stream scouring were found during those inspections?: 0

How many instances of stream scouring were remediated in the past calendar year?: 0

Stormwater Facilities Maintenance

Does the municipality keep up to date stormwater facility maintenance logs and inspection records for stormwater facilities owned or operated by the municipality?: ☒ Yes ☐ No

How does the municipality ensure adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality?:

It is Bergen County's responsibility to maintain roadways and associated drainage (basins, inlets, culverts, etc. coordination between the borough and the County remains ongoing.

Does the municipality keep up to date stormwater facility maintenance logs and inspection records for stormwater facilities not owned or operated by the municipality?: ☒ Yes ☐ No

Total Maximum Daily Load (TMDL)

Has the municipality reviewed TMDL reports to identify those which are relevant to the municipality's water bodies?: ☒ Yes ☐ No

How many TMDLs were found to be applicable to the municipality?: one

How has the municipality used TMDL information to assist in the prioritization of stormwater facility maintenance?:

By identifying sources of water pollution noted in the TMDL documents, the Municipality can focus on specific activities which can address specific pollutants. Each year the borough distributes a letter from the governing body to every resident and business in the municipality highlighting the requirements and environmental benefits of the stormwater ordinance which is directly related to the adopted TMDL report.

Has the municipality updated its SPPP to include TMDL information?: ☒ Yes ☐ No

Has the municipality incorporated any additional or optional measures? If so, please elaborate:

Not at this time.

Major Development Project List

Provide the following information for each approved development or redevelopment project that is regulated by the Tier A MS4 NJPDES Permit, and not exempted under N.J.A.C. 7:8-1.6(b).

Tier A Municipality: <u>Demarest</u>		NJPDES#: NJG			PI ID#:		Calendar Year:	
Project Name	Block(s) / Lot(s)	5G3 Construction Stormwater Permit Auth.#	NJDEP Land Use Permit Required? (Y/N)	Total Area of Disturbance (acres)	Increase of Impervious > ¼ acre? (Y/N)	Variance or Exemption Granted As Per Part IV.B.4.h of the Tier A MS4 Permit	Design Reviewer(s)	
			Y <input type="checkbox"/> N <input type="checkbox"/>		Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>		
			Y <input type="checkbox"/> N <input type="checkbox"/>		Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>		
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Major Development Project List

Provide the following information for each approved development or redevelopment project that is regulated by the Tier A MS4 NJPDES Permit, and not exempted under N.J.A.C. 7:8-1.6(b).

[illegible]

This Supplemental Questionnaire must be attached to your Annual Report to be considered complete. If you experience any difficulty in this process, please contact your municipal case manager at 609-633-7021.

1. Once you have completed the Questionnaire, use the "Save" function to save your answers to the Questionnaire to your computer. This can be done by going to FILE > then Save or Ctrl + S.
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