

Stormwater Pollution Prevention Plan

Readington Township
Hunterdon County
NJPDES:NJG0149942/PI ID # 213680



June 30, 2023

Stormwater Program Coordinator:
Robert J. Clerico, PE – Municipal Engineer

Prepared by:



1128 Rt 31
Lebanon, NJ 08833
908-735-9500

Table of Contents

Form 1 – Team Members	3
Form 2 – Revision History	4
Form 3 – Public Announcements.....	5
Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment ...	6
Form 5 – Ordinances	8
Form 6 – Street Sweeping.....	9
Form 7 – MS4 Infrastructure	10
Form 8 – Community-wide Measures	13
Form 9 – Municipal Maintenance Yards & Other Ancillary Operations	14
Form 10 – Training.....	17
Form 11 – MS4 Mapping	19
Form 12 – Watershed Improvement Plan	20

Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Robert J. Clerico, P.E., P.P., C.M.E., Municipal Engineer	
Phone	(908) 735-9500	Email	rclerico@vancleefengineering.com
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Robert S. O'Brien, PE, Planning & Zoning Board Engineer	
Phone	(908) 952-9254	Email	robrien@vancleefengineering.com
Name and Title		Sean Walsh, Board Environmental Consultant	
Phone	(908) 751-1361	Email	swalsh@princetonhydro.com
Name and Title			
Phone		Email	
Other Municipal Stormwater Team Members			
Name and Title		Richard J. Sheola, Administrator	
Phone	(908) 534-4051	Email	rsheola@readingontwp-nj.org
Name and Title			
Phone		Email	
Name and Title		Ron Christy, Public Works Director	
Phone	(908) 534-1058	Email	rchristy@readingontwp-nj.org
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	
Reilly Street Sweeping	Street Sweeping	Annual	

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
6/2020	All	NJDEP Form Updates
9/2020	Form 1	Updated Administrator Information
4/2023	All	NJDEP Renewal Tier A Master Permit and Form Updates
6/2023	All	2023 Permit Renewal

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

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.readingtontwpnj.gov.stormwater
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Township Clerk's Office
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.
The Township will provide public notice to interested parties for all meetings pertaining to the Readington Township Tier A Municipal Stormwater General Permit that are regulated under the Open Public Meetings Act (OPMA) at N.J.S.A. 10:4-6. Written notice is provided in the Township newsletter, Hunterdon County Democrat, Courier News, and/or Star Ledger, and filed in the Township's Clerk office.

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.
<p>The Township of Readington differs from N.J.A.C. 7:8 by setting lower thresholds for disturbance & regulated impervious surface</p> <p>A. An individual "development," as well as multiple developments that individually or collectively result in:</p> <ol style="list-style-type: none"> (1) The disturbance of 1/2 or more acres of land after the effective date of this ordinance. (2) The creation of 5,000 square feet or more of "regulated impervious surface". (3) The creation of 1/4 acre or more of "regulated motor vehicle surface". (4) A combination of Subsection A (2) and (3) above that totals an area of 1/4 acre or more. The same surface shall not be counted twice when determining if the combination area equals 1/4 acre or more.
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.
<p>Readington Township’s SCO follows the same format and general requirements as NJDEP, however, it’s more stringent with the definition of major development, it provides a definition for minor developments and requires that non-residential minor developments provide SWM measures, and it requires 90% TSS removal for stormwater runoff quality.</p>
3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).
<p>The Planning Board and Board of Adjustment engineer reviews the application in accordance with N.J.A.C. 7:8, the Township’s SCO, and RSIS.</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>No.</p>
5. Indicate the dates of each iteration of the township’s Stormwater Control Ordinance, starting with the initial adoption and including revisions.
<p>12-07-1992 Initial Adoption 06-17-2002 Amended – Ord No. 15-2002 10-07-2002 Amended – Ord No. 40-2002 04-18-2007 Amended – Ord No. 11-2007</p>

10-24-2021 Amended- Ord No. 33-2021

6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.

Initial Adoption - May 2005.

Form 5 – Ordinances
Part IV.F.1.

Ordinance	Date Adopted	Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.	Entity Responsible for Enforcement	Fees & Fines
1. Pet Waste	6/18/07	Yes	<i>Police Dept., Municipal Board of Health</i>	\$500.00
2. Wildlife Feeding	6/18/07	Yes	<i>Police Dept.</i>	\$500.00
3. Litter Control	10/3/98	No	<i>Police Dept.</i>	\$1,000.00
4. Improper Disposal of Waste	6/18/07	Yes	<i>Police Dept., Construction Code Official, Zoning Official</i>	\$500.00
5. Yard Waste	6/18/07	Yes	<i>Zoning Official</i>	\$500.00
6. Private Storm Drain Inlet Retrofitting	7/6/10	Yes	<i>Construction Code Official, Zoning Official</i>	\$500.00
7. Illicit Connections	6/18/07	Yes	<i>Construction Code Official, Zoning Official</i>	\$500.00
8. Privately-Owned Salt Storage	TBD	TBD	<i>TBD</i>	\$___
9. Tree Removal- Replacement	TBD	TBD	<i>TBD</i>	\$___
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.				
Chapter 197 – Soil and Surface Water Management Ordinance. Adopted 10-18-1976. Enforced by Township Engineer. Up to \$1,000 fine per violation.				
Indicate the location of records associated with ordinances and related violations and enforcement actions below.				
Township of Readington Municipal Building 506 Route 523 Whitehouse Station, NJ 08889				

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 times 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.

This program is under development and will be implemented on or before December 31, 2025.

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

Street sweeping performed under contract with Reilly Sweeping.

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. The Township DPW inspects & replaces existing labels as needed once per year. Additionally, as part of any road improvement project, all castings and curb pieces with the appropriate labels are replaced.
- b. Municipal owned storm drain inlet retrofits are inspected by the Township Engineer during final inspection of a road project before project closeout. Construction Code Official ensures that Private Storm Drain inlets are retrofitted as part of the permit issuance process.
- c. As part of the Planning Board/Board of Adjustment review process, all storm drainage is reviewed against N.J.A.C. 7:8 and the SCO for compliance with Solids and floatable materials controls standards. During the construction phase, the Township Engineer's inspector will ensure the correct grates are being installed.
- d. All municipally owned storm drain inlets are inspected once per year by the DPW and cleaned as necessary. Inlets within flood prone areas are inspected before, during and after each significant rainfall event.

2. Municipal Catch Basins

- a. Describe when and how you conduct inspections of catch basins.
- b. Describe the criteria used to determine when catch basins need to be cleaned.

- a. Catch basins are inspected annually and before/after significant rain events.
- b. Catch basins are cleaned when the amount of collected debris affects the flow capacity of the storm system.

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.

MS4 conveyance systems inspected by the Township's DPW annually and before/after significant rainfall in flood prone areas. Debris is removed by hand and disposed of in accordance with applicable regulations. A vacuum truck operated by an outside vendor is used when the removal of silt, etc is required to ensure the MS4 conveyance system functions properly

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 Engineer uses NJDEP’s Stream Scouring Investigation Recordkeeping Form to investigate and assess stream scouring from outfalls. Each outfall is inspected once every 5-years to document the condition of the pipe, headwall, flared end section and any bank or discharge area erosion.

Identified stream scouring is mitigated in accordance with the following:

- Standards for Soil Erosion and Sediment Control in New Jersey.
- Requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13.
- Requirements in accordance with N.J.A.C. 7:8.
- Township Stormwater Control Ordinance.
- Residential Site Improvement Standards.

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.

The Township’s Engineer’s office staff will perform a visual inspection of all outfalls at least once every 5-years. The illicit discharge inspection is conducted during dry weather (72 hours following a rain event). If dry-weather flow is present, the upstream source is investigated. If an illicit connection is identified, the entity responsible for the source is notified of its violation.

The Township will certify annually to NJDEP in the Annual Report and Certification that an illicit connection elimination program has been implemented and enforced in accordance with the permit conditions. Annual certifications will include the number of outfalls physically inspected, the number of outfalls found to have dry weather flow, the number of illicit connections found and the number of illicit connections eliminated.

Forms and records are located at the Township Engineer’s office and the Township of Readington Municipal Building located at 509 Route 523, Whitehouse Station, NJ 08889.

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.

Detention Basins (10 Township owned facilities) – Basins are inspected annually and required maintenance performed as needed. Grass is mowed as needed. Visual inspection determines the need for maintenance when silt, debris will affect function of basin.

7. Stormwater Facilities Not Owned or Operated by the Municipality

Describe your program for ensuring adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality. This should include your plan for ensuring annual inspections are being done on these private properties and describe how you record the locations and logs associated with private infrastructure.

The Township’s SCO requires submission of an Operations and Maintenance Manual for all stormwater facilities for new Planning Board/Board of Adjustment Applications. For existing stormwater facilities, the Township Engineer’s Office has sent out individual letters to the owners of all known privately owned/operated stormwater facilities asking for copies of inspection reports to be provided annually.

8. Infrastructure Records

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

All records are kept at the following:

Readington Township Public Works Facility
287 Mountain Road
Whitehouse Station, NJ 08889

Van Cleef Engineering Associates
1128 Rt. 31
Lebanon, NJ 08833

Form 8 – Community-wide Measures

Part IV.F.2.

<p>1. Herbicide Application Management Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.</p>
<p>Not applicable. The Township does not use herbicide to manage vegetation.</p>
<p>2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.</p>
<p>DPW crew leaders inspect all salt applications after storm events and direct removal of any excess deicing material within 24-hrs after application.</p>
<p>3. Roadside Vegetative Waste Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).</p>
<p>DPW uses mulching mowers to mitigate the collection of grass clippings. Wood waste is chipped and disposed of in accordance with all state & local regulations.</p>
<p>4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.</p>
<p>DPW personnel visually inspect the stability of embankments, shoulders and ditches along Township roadways at least once a year and during completion of normal daily road maintenance activities. The Township Engineer is consulted for repair of any extensive eroded areas.</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: **1***

1. Site Name and Address	
Readington Township Public Works Facility 287 Mountain Road Whitehouse Station, NJ 08889	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
Fueling areas and tanks inspected once per month. General vehicle maintenance inspected twice per year. Regular maintenance and inspections of the permanent salt storage structure. All logs can be found at 287 Mountain Road, Whitehouse Station NJ 08889.	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Clean stone	Pickup trucks
¼” grit	Dump trucks
Rip rap	9 pieces of heavy equipment
Belgian block	
DGA	
4. Discharge of Stormwater from Secondary Containment	
Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.	
No stormwater discharge from secondary containment for on-site fuel tanks.	

<p>5. Fueling Operations Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.</p>
<p>On-site fuel tanks: 1 – 4,000 gallon gasoline. 1 – 4,000 gallon diesel. DPW personnel are trained in the use of BMP’s and spill kits. Fuel drip pans are used during all fueling operations and tanks are inspected once a month.</p>
<p>6. Vehicle/Equipment Maintenance and Repair Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p>
<p>General maintenance and repair of vehicles is conducted within the DPW garage. No repair or maintenance operations are conducted outside.</p>
<p>7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>
<p>Discharge from vehicle washing is directed to an existing on-site sanitary sewer lateral connection after passing through an oil/water separator.</p>
<p>8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>De-icing materials are stored in a salt barn located at the DPW maintenance yard. The de-icing material are stored in a permanent structure that is anchored to a permanent foundation with in impermeable floor, and is completely roofed and walled. The Township performs regular maintenance and inspections of the permanent structure and will certify annually that the de-icing material is stored as required by the permit.</p>
<p>9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Aggregate material stored on-site is covered by a tarp. No wood chips or leaf compost is stored on-site.</p>

<p>10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No cold patch asphalt is stored on-site.</p>
<p>11. Street Sweepings and Storm Sewer Cleanout Materials Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Street sweepings and storm sewer cleanout materials are temporarily stored (less than 6-months) on-site on a paved surface under a tarp. The materials are disposed of in accordance with all state and local regulations.</p>
<p>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No construction and demolitions waste, wood waste or yard trimmings are stored on-site.</p>
<p>13. Scrap Tires Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No scrap tires are stored on-site.</p>
<p>14. Inoperable Vehicles and Equipment Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.</p>
<p>Any vehicles being auctioned are stored on-site temporarily. Drip pans are in place and monitored on a weekly basis.</p>

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators	
Describe the training provided for the municipal Stormwater Program Coordinator.	
The SPC attends all training offered by the NJDEP during each permit cycle.	

Topic	Municipal Employees
Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos	
Describe the training provided for municipal staff.	
SPPP	At least once per year the SPC provides training to municipal staff on SPPP requirements via in-person or virtual meetings. An outline of changes to the MS4 Permit is prepared by the SPC and sent to the Township Administrator, Clerk, DPW, Governing Body Members, Township Police.
Construction Site Stormwater Runoff	Township inspectors observe all project construction activities within Readington. The SPC reviews updates to the MS4 permit requirements with the Township inspectors at least twice per year.
Post-Construction Stormwater Management in New and Redevelopment	The DPW Director provides in-person video training for personnel on the construction and operation of municipal stormwater management facilities available from NJDEP and NJMEL.
Community-wide Ordinances	Each municipal department provides annual training on the specific ordinances.
Community-wide Measures	The DPW Director provides in-person video training to staff on community-wide measures for deicing operations, roadside erosion control, etc.
Stormwater Facilities Maintenance	The Township Engineer provides staff with video training on stormwater facilities maintenance using NJDEP and NJMEL videos
Municipal Maintenance Yards and Other Ancillary Operations	The DPW Director provides in-person training to staff on the municipal yard operations and required BMP's.
MS4 Mapping	The Township Engineer provides in-person training to staff on the MS4 mapping requirements.

Outfall Stream Scouring	The Township Engineer provides in-person training to staff on the detection of outfall stream scouring.
Illicit Discharge Detection and Elimination	The Township Engineer provides in-person training to staff on the detection & elimination of illicit connections using NJDEP and NJMEL videos.

Stormwater Management Design Reviewers	
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.	
The Board Engineers and Township Engineer attend the NJDEP Stormwater Management Design Review course once every 5-years. Additional training is required for all amendments to NJAC 7:8.	

Municipal Board and Governing Body Members	
Describe the training provided for members of the planning/zoning board and municipal council.	
All planning/zoning board and municipal council members must complete the “Asking the Right Questions in Stormwater Review Training Tool” posted on NJDEP’s website. Additionally, members must also review at least one of the tools offered under Post-Construction Stormwater Management found here: https://dep.nj.gov/stormwater/stormwater-training/#municipal-boards-and-governing-body-training	

Training Records	
Indicate the location of training records for the above required training.	
Readington Municipal Building 509 Route 523 Whitehouse Station, NJ 08889	

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
https://www.readingtontwpnj.gov/images/Stormwater/Outfall-Location-Map.pdf	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	322
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	0
c. MS4 interconnections	0
d. MS4 storm drain inlets	3170
e. MS4 manholes	TBD
f. Length of conveyance (channels, pipes, ditches, etc.)	TBD
g. MS4 pump stations	0
h. MS4 stormwater facilities (any that are not listed above)	0
i. Maintenance yard(s) and other ancillary operations	1
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 style="text-align: center;">The Township Engineer reviews all completed projects for the year and updates outfall map as needed to identify newly constructed detention basins, inlets, outfalls, etc.</p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<p style="text-align: center;">The MS4 Infrastructure Map is currently under development.</p>	

Form 12 – Watershed Improvement Plan

Part IV.H.

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