

Stormwater Pollution Prevention Plan

Township of Haddon

Camden County

NJG 0152188

February 28, 2021 Revised: December 20, 2023

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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	James Stevenson, Superintendent of Public Works
Office Phone # and eMail	(856) 854 1825 jstevenson@haddontwp.com
Signature/Date	
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Township Engineer: Gregory B. Fusco, P.E.
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Print/Type Name and Title	
Other SPPP Team Members	
Print/Type Name and Title	Mayor: Randall W. Teague
Print/Type Name and Title	Township Clerk: Dawn M. Pennock
Print/Type Name and Title	Kate Burns: Public Notice Coordinator
Print/Type Name and Title	Lee Palo: Compliance Officer

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.	12-30-16	JS	6,	Updated MS4 Map, Added Inlet Map
2.	12-31-19	JS	4,	Updated Point system info
3.	02/28/21	JS	1,2,3,4,5,6,7,8	Updated all SPPP forms
4.	12/20/2023	JS	1,2,3,4,6, 7	Updated Forms
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20.				

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:	https://www.haddontwp.com/departmets/storm-water-managementinfo/
2. Date of most current SPPP:	Dec 20, 2023
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	https://www.haddontwp.com/departmets/storm-water-managementinfo/
4. Date of most current MSWMP:	Aug 22, 2005
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	Township Clerks Office in the municipal building
<p>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> <p>Haddon Township conducts meetings where public notice is required under the Open Public Meetings Act (“Sunshine Law,” N.J.S.A. 10:4-6 et seq.), public notice is provided in a manner that complies with the requirements of the Act. Haddon Township, when passing ordinances, provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-1 et seq. In addition, for municipal actions (e.g., adoption of the municipal stormwater management plan) subject to public notice requirements in the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), Haddon Township complies with those requirements. Haddon Township currently sends out a monthly publication and also has a website and cable television channel. Notices are posted in two local papers, the Courier Post and The Retrospect.</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.

Haddon Township will distribute the NJDEP educational information at their annual "September Block Party". The format of this event will allow the municipality to setup and display educational pamphlets at a booth dedicated to the Stormwater Management Program. Other possible municipal events include the 4th of July Celebration and Arbor Day.

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.

The annual NJDEP mailing will be distributed along with one of the Township's standard monthly mailings to ensure proper education about the hazards associated with illicit connections and improper disposal of waste, as well as the following methods of distributing information.

- Township of Haddon Website
- Stormwater Display
- Mailing
- Mailing (Annual Calendar)
- Ordinance Education
- Clean-up

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

The Township Clerks office in the municipal Building or the in the Public Notice Coordinators office in the Annex Building, and the Engineer's Office

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’?

“Major development” means an individual “development,” as well as multiple developments that individually or collectively result in:

1. The disturbance of one or more acres of land since February 2, 2004;
2. The creation of one-quarter acre or more of “regulated impervious surface” since February 2, 2004;
3. The creation of one-quarter acre or more of “regulated motor vehicle surface” since March 2, 2021
4. A combination of 2 and 3 above that totals an area of one-quarter acre or more. The same surface shall not be counted twice when determining if the combination area equals one-quarter acre or more.

Major development includes all developments that are part of a common plan of development or sale (for example, phased residential development) that collectively or individually meet any one or more of paragraphs 1, 2, 3, or 4 above. Projects undertaken by any government agency that otherwise meet the definition of “major development” but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered “major development.”

2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?

All non-residential and redevelopment projects will be subject to the Stormwater Ordinance requirements. Operation and maintenance for any new development or redevelopment projects on municipal property will comply with the maintenance requirements as outlined in the ordinance.

3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?

The Township is already ensuring that new residential development and redevelopment projects that are subject to the Residential Site Improvement Standards for stormwater management (including the NJDEP Stormwater Management rules, N.J.A.C. 7:8, referenced in those standards) are in compliance with those standards. The Township Combined Land Use Board ensures such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law. The Township Engineer performs a review of all subdivisions and site plans to insure compliance with the Stormwater Control Ordinance.

Haddon Township has been involved in two redevelopment projects on municipal property: The Westmont Movie Theater and the Dy-dee Redevelopment Area. The Township has ensured adequate long-term operation and maintenance of BMPs for that project constructed by the developer by requiring a project maintenance plan similar to the maintenance plan described in the stormwater control ordinance. Also, any storm drain inlets that are installed will comply with the design standards in Attachment C of the general permit. In addition, any storm drain inlets installed for municipal projects will comply with the standards outlined in the ordinance.

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.

Applicants who desire to make application to the Combined Land Use Board typically meet with the Township Engineer to determine if the proposed development /redevelopment classifies as major development under the rules. Those applications which are required to meet the intent of the Stormwater Control Ordinance must submit a formal design with calculations to satisfy submission requirements. Compliance is verified during a formal Planning Board application submission by way of a formal review by the Township Engineer.

<p>5. Does the Municipal Stormwater Management Plan include a mitigation plan?</p>	<p>No</p>
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<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 Township Engineers Office and/or the Planning Board Secretary's office.</p>
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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	03/21/06	https://www.haddontwp.com/departments/storm-water	Yes	Compliance Officer
2. Wildlife Feeding permit cite IV.B5.a.ii	03/21/06	https://www.haddontwp.com/departments/storm-water	Yes	Compliance Officer
3. Litter Control permit cite IV.B5.a.iii	03/21/06	https://www.haddontwp.com/departments/storm-water	Yes	Compliance Officer
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	03/21/06	https://www.haddontwp.com/departments/storm-water-managementinfo/	Yes	Compliance Officer
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	03/21/20 06	https://www.haddontwp.com/departments/storm-water-managementinfo/	Yes	Compliance Officer
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	07/27/201 0	https://www.haddontwp.com/departments/storm-water-managementinfo/	Yes	Compliance Officer
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	06/01/20 06	https://www.haddontwp.com/departments/storm-water-managementinfo/	Yes	Compliance Officer
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	03/21/20 06	https://www.haddontwp.com/departments/storm-water-managementinfo/	Yes	Compliance Officer
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	07/27/20 10	https://www.haddontwp.com/departments/storm-water-managementinfo/	Yes	Compliance Officer

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

These ordinances can be found in the Chapter 202 of the Municipal Code of the Township of Haddon or on the official Township website, www.haddontwp.com. All information regarding the New Jersey's Stormwater program requirements can be found at www.cleanwaternj.org.

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
10. Tree Removal and Replacement- 1448	09/26/23	<small>https://www.haddontwp.com/resources/ordinances/</small>	Yes	Compliance Officer
11. Privatized Salt Storage-1445	09/26/23	<small>https://www.haddontwp.com/resources/ordinances/</small>	Yes	Compliance Officer

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

These ordinances can be found in the Chapter 202 of the Municipal Code of the Township of Haddon or on the official Township website, www.haddontwp.com. All information regarding the New Jersey’s Stormwater program requirements can be found at www.cleanwaternj.org.

SPPP Form 7 – Street Sweeping

All records must be available upon request by NJDEP.

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.

All curbed streets within the Township that have speed limits less than or equal to 35 mph in predominantly commercial areas are under the jurisdiction of the county, therefore, the SBR for street sweeping within the township is the responsibility of the county. In all other areas the current Township street sweeping schedule of approximately 8 times per year can be maintained.

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.

3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.

Yes, Haddon Township performs street sweeping each month on an as needed basis via a shared services agreement for Audubon Park Borough.

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.

Public Works Garage Office and The Township Engineer's Office

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.
Inlets are inspected throughout the municipality every December /January by the Township Engineers office.
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
Inlets that are found to be problematic or in need of repair or replacement are documented in a maintenance log. Inlets are prioritized and repaired annually in the municipal road maintenance program.
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.
Inlets are inspected throughout the municipality every December /January by the Township Engineers office. Inlets without labels are documented and a list is given to the public works department for label replacement. Inlets repaired or replaced in the roads program receive ECO Heads with embossed information in the casting.
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.
The Township Engineers Office

SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

<p>1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.</p>
<p>Inlet castings are replaced every year during the roadway maintenance program when streets and roads are restored, reconstructed and/or overlay paved.</p>
<p>2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.</p>
<p>The Township Engineer verifies when new inlet castings are constructed. Annual records are kept for the annual inspections.</p>
<p>3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.</p>
<p>During the site plan approval process, applicants who own inlets are advised to retrofit. Older privately owned sites receive annual letters from the township indicating that all stormwater requirements must be met.</p>
<p>4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.</p>
<p>Township Engineer Performs inspection.</p>

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

<i>Complete separate forms for each municipal yard or ancillary operation location.</i>	
Address of municipal yard or ancillary operation:	
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	
	<p>All fueling operations are conducted at the Township Department of Public Works. Monthly inspection will be conducted to insure that the SOP is being followed. Maintenance records are kept at the public works garage office.</p>
2. Vehicle Maintenance	
	<p>Vehicle maintenance is conducted in the Public Works garage. Monthly inspection will be conducted to insure that the SOP is being followed. Maintenance records are kept at the public works garage office.</p>
3. On-Site Equipment and Vehicle Washing	
	<p><i>See permit attachment E for certification and log forms for Underground Storage Tanks.</i></p> <p>The Township operates a vehicle washing area at the public works garage facility. System contains oil separator and sand separator. System is connected to the sanitary sewer system. Maintenance records are kept at the public works garage office.</p>
4. Discharge of Stormwater from Secondary Containment	
	<p>System is connected to the sanitary sewer system.</p>

5. Salt and De-Icing Material Storage and Handling
Haddon Township's de-icing materials are currently stored indoors within a salt tent. During the off- season the salt is double tarped to insure that road salt is properly contained. The Township is considering switching over to a brine solution that could be spread in a liquid sprayer if sufficient funding is provided in the upcoming budget.
6. Aggregate Material and Construction Debris Storage
Debris is stored in a roll off container and removed form the site on a regular basis. Maintenance records are kept at the public works garage office.
7. Street Sweepings, Catch Basin Clean Out and Other Material Storage
Maintenance records are kept at the public works garage office.
8. Yard Trimmings and Wood Waste Management Sites
Maintenance records are kept at the public works garage office.
9. Roadside Vegetation Management
N/A

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	James Stevenson
2. Stormwater Facility Maintenance	Every year	James Stevenson
3. SPPP Training & Recordkeeping	Every year	James Stevenson
4. Yard Waste Collection Program	Every 2 years	James Stevenson
5. Street Sweeping	Every 2 years	James Stevenson
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	James Stevenson
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	James Stevenson
8. Waste Disposal Education	Every 2 years	James Stevenson
9. Municipal Ordinances	Every 2 years	James Stevenson
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	James Stevenson
<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 style="margin-left: 40px;">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>		
<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.</p>		

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.

The Public Works Department continues to investigate, report and take the necessary actions, under the Illicit Connection Elimination Program and Outfall Pipe Scouring Remediation Program, to address any unacceptable conditions, which are observed at any pipe outfall.

The "MS4 Outfall Pipe Map", dated revised Dec. 30, 2016, has been prepared by the Township Engineer and depicts the locations of each pipe outfall. Each pipe outfall has an alphanumeric identifier, the names of the water bodies, which are receiving the discharge from the pipe outfall are also identified on the map. Outfalls are inspected annually by the Township Engineers office and/or the public works staff.

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.

When doing illicit connection inspections, Haddon Township will check all outfalls operated by the Township for signs of scouring. All sites identified as needing repair will be prioritized and all repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control.

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.

SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

<p>1. Detail the program in place for the long-term cleaning, operation and maintenance of each stormwater facility owned or operated by the municipality.</p>
<p>1. Annual Inspection by stormwater coordinator and/or engineer 2. Incur Lawn care and maintenance in annual public works budget 3. Outsource or bid sediment removal, erosion repair, and soil stabilization to area contractors on a regular basis</p>
<p>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.</p>
<p>1. Submit annual stormwater regulation compliance reminder to all HOA's and businesses who own stormwater structures. 2. Perform cursory inspection of privately owned stormwater basins and BMP's 3. Notify owners of deficiencies observed 4. Request O&M records from owners</p>
<p>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.</p>
<p>This information is located in the O&M manual for each privately owned stormwater facility. If an O&M document does not exist, a schedule developed by the Township Engineer is utilized and emailed to the owner. The township engineer and clerk will keep records.</p>
<p>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).</p>
<p><i>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/.</i></p>

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.

Affected Water Body, (TMDLs)

Cooper River, (Mercury Impairments, Polychlorinated Biphenyls, Total Phosphorus)

Newton Creek, (Mercury Impairments, Polychlorinated Biphenyls)

Cooper River Lake, (Total Phosphorus)

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?

No