

PISCATAWAY TOWNSHIP

STORMWATER POLLUTION PREVENTION PLAN

**PERMIT NO. NJG0149934
PI ID NO. 208573**



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SPPP Form 1 – SPPP Team Members

Stormwater Program Coordinator (SPC)		
Print/Type Name and Title	Guy Gaspari, Director of Public Works	
Office Phone # Email	732-562-2390 ggaspari@piscatawaynj.org	
Signature		
Individual(s) Responsible for Major Development Project Stormwater Management Review		
Name and Title Phone # and Email	Charlie Carly, Contracted P.E.	
Name and Title Phone # and Email	Joe Herrera, Supervisor of Engineering	
Name and Title Phone # and Email		
Other Municipal Stormwater Team Members		
Name and Title Phone # and Email	Jim Ferratti, Assistant Director of DPW	
Name and Title Phone # and Email	Melissa Seader, Township Clerk	
Print/Type Name and Title	Dana Korbman, Chief of Staff	
Print/Type Name and Title	Gene Wilk, Public Information Officer	
Shared/Contracted Service Providers		
Provider Name	Service Provider	Term of Service

SPPP Form 2 – Revision History

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.	8/21/19			Annual Review and Revision
2.	8/10/20			Annual Review and Revision
3.	3/9/22			Annual Review and Revision
4.	2/2/23			Annual Review and Revision
5.	4/19/23			Annual Review and Revision
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SPPP Form 3 – Public Announcements

Part IV.B. and C.

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

https://cms9.revize.com/revize/piscatawaynj/departments/public_works/stormwater_information.php

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

Mat Cho

phone: 732-562-2390 email: mcho@piscatawaynj.org

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 Clerk will prepare all Public Notice(s) required by this program. The Public Education and Outreach Events are advertised in multiple ways. Piscataway posts information for such events on the website at www.piscatawaynj.org

For brochure distribution, the Township of Piscataway will distribute the DEP provided brochure to residents in the Township's quarterly newsletter.

Businesses and the general public are educated about the hazards associated with illicit connections and improper disposal of waste through public outreach events and the enforcement of related ordinances.

SPPP 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.
“Major Development” is defined 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. Is the municipality’s stormwater control ordinance (SCO) the same as or more stringent than NJDEP’s model SCO? If more stringent, please explain.
Piscataway adopted the NJDEP model SCO without change.
3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).
All development project applications are subject to the procedures of the NJ Municipal Land Use Law. When a developer submits plans for a major land improvement to either the Zoning Board of Adjustment or the Planning Board they are reviewed by the Board Professional Engineer and the respective Board members that will comment and request for relevant revisions in order to comply with all aspects of the Piscataway Municipal Land Use Code. That includes all aspects of the Stormwater Control Ordinance (SCO) and the Residential Site Improvement Standards (RSIS). Upon final approval of the plans, the developer shall commence construction under the supervision of inspectors from the Engineering Division of the Piscataway Department of Community Development to ensure that all aspects of the final approval are met.
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.
The Township’s Stormwater Management Plan and Stormwater Control Ordinance do not currently include a mitigation plan.
5. Indicate the dates of each iteration of the municipality’s Stormwater Control Ordinance, starting with the initial adoption and including revisions.
The original SCO was adopted on February 17, 2005.
6. Indicate the dates of each iteration of the municipality’s Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.
The original MSWMP was adopted on February 17, 2005. The Stormwater Management Plan was re-examined and readopted on December 1, 2020.

SPPP 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	Fes & Fines
1. Pet Waste	September 20, 2005	Yes	Police / Code Enforcement	\$_____
2. Wildlife Feeding	September 20, 2005	Yes	Police / Code Enforcement	\$_____
3. Litter Control	September 20, 2005	No. Similar Litter Control Ordinance already in place.	Police / Code Enforcement	\$_____
4. Improper Disposal of Waste	September 20, 2005	Yes	Police / Code Enforcement	\$_____
5. Yard Waste	September 20, 2005	Yes	Police / Code Enforcement	\$_____
6. Private Storm Drain Inlet Retrofitting	September 20, 2005	Yes	Police / Code Enforcement	\$_____
7. Illicit Connections	September 20, 2005	Yes	Police / Code Enforcement	\$_____
8. Privately-owned Salt Storage	pending	Model Ordinance currently pending adoption	Police / Code Enforcement	\$_____
9. Tree Removal- Replacement	pending	Model Ordinance currently pending adoption	Police / Code Enforcement	\$_____

List any additional stormwater-related ordinances the municipality has adopted that address issues beyond the scope of the MS4 permit. Include adoption date, entity responsibility for enforcement, and related fees and fines.

Not Applicable

Indicate the location of records associated with ordinances and related violations and enforcement actions below.

Piscataway Police Department, 555 Sidney Rd, Piscataway, NJ 08854
Piscataway Code Enforcement, 505 Sidney Rd, Piscataway, NJ 08854

SPPP Form 6– Street Sweeping

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

1. Provide a written description and/or attach a map outlining the sweeping schedule for the following:
 - Segments of municipal roads with storm drain inlets that discharge to surface water (required at least 3 times each year)
 - Segments of municipal roads that do not have storm drain inlets but do discharge to surface water (required at least 1 time each year)

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

The Township of Piscataway has determined that the following roads should be swept monthly:

- Centennial Ave.
- Corporate Place
- Corporate Place South
- Circle Dr., Freeway Dr.
- Duke Rd.
- Roma Blvd
- Colonial Dr.
- Springfield Ave.
- New England Ave.
- Knightsbridge Rd.
- Kingsbridge Rd.

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

Piscataway does not outsource its street sweeping.

SPPP Form 7 – MS4 Infrastructure

Part IV.F.2-4 and Part IV.G.2-3

<p>1. Municipal Storm Drain Inlets</p> <ul style="list-style-type: none">a. Describe how you ensure that municipal inlets without permanent wording cast into the design are properly labeled.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.
<ul style="list-style-type: none">a. Our DPW conducts drive-by inspections of the storm drain inlets and open conveyances at which time they inspect the condition of the labels. If any labels need to be reaffixed or repainted, follow-up work will be scheduled with the DPW supervisor to be completed.b. The Code Enforcement Officer or Township Engineer performs site inspections throughout major development project construction and during repaving projects to check for proper storm drain inlet retrofits. Additionally, DPW staff are instructed to note storm drain inlets that have not been retrofitted during day-to-day operations. If any are along Township roads or properties and are in areas that are known to have been repaved, they are identified for follow-up retrofitting. If they are the responsibility of a private entity, the property owner is notified.c. The Township Engineer checks the plans for road projects and major developments to verify that a catch basin, or other BMP to capture solids, is included with or downstream of affected storm drain inlets.d. DPW staff performs inspections of all storm drain inlets at least annually. The staff will either stop to remove debris off the inlet grate and surrounding area and load the debris into their trucks for proper disposal, or make a note of the location and return to conduct cleaning. Areas that clog and flood often during storms are inspected more regularly and prior to large, forecasted storms, and cleaned if necessary.
<p>2. Municipal Catch Basins</p> <ul style="list-style-type: none">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.
<ul style="list-style-type: none">a. Catch basins and storm drain are inspected continuously throughout the year. The Township of Piscataway aims to inspect a basin or inlet at least once per year.b. Catch basins and inlets will be cleaned based on the results of the annual inspection. Catch basins that are 40% or more full will be scheduled for cleaning. Cleaning may occur at the time of inspection, or at a later date, depending on the availability of personnel and equipment. Sediment, trash and debris will be removed from inlets and catch basins as necessary, to prevent litter and debris from entering the waters of New Jersey. Maintenance is performed on an as-needed basis.
<p>3. Municipal Conveyance Systems</p> <p>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.</p>
<p>DPW staff checks the conditions of ditches and swales during routine daily operations. If there is noticeable trash or debris interfering with stormwater flow, the staff is required to clean up the debris.</p> <p>We use sewer inspection cameras to view enclosed pipe conveyances when issues are reported.</p> <p>We perform outfall infrastructure inspections using the Department's Outfall Inspection Form when we inspect those outfalls for Stream Scouring and Illicit Discharges, as noted below.</p>
<p>4. Municipal Outfall Inspections – Stream Scouring</p>

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.

Piscataway owns and operates 266 outfalls. Each permit cycle, we inspect 266 outfalls and the surrounding areas for scouring. If scouring is detected, we completed the Stream Scouring Investigation Recordkeeping Form. Any time we identify a new outfall (due to expansion or a change to our conveyance system), we inspect it, and check for scouring within 30 days of identification.

In cases where stream scouring is detected, we will attempt to trace it back to the source within 3 months. If a source is identified, the Township would take corrective action if it related to municipally owned property, or will ensure that private entities perform necessary maintenance. If the Township is unable to identify the source, the enforcement inspector and MS4 case manager will be notified.

All identified scour problems will be evaluated and prioritized for remediation as soon as possible. If remediation cannot be completed within 12 months, a schedule will be submitted to the MS4 case manager prior to the 12 month deadline. All restoration will be made in accordance with the Soil Erosion and Sediment Control Standards and the requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13 as per our Tier A Stormwater requirements. Prioritization of repairs will be based upon extent of scouring present, potential safety threat, and need for NJDEP permits.

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.

Piscataway will conduct visual dry weather flow inspections of all outfall pipes owned/operated at least once per year to determine if dry weather flow (flow occurring 72 hours after a rain event) or other evidence of an illicit discharge is present. In addition to annual inspections, the Township will investigate any possible illicit connections reported by residents.

Inspections will be documented on NJDEP's Illicit Connection Inspection Report Form. Documentation will be maintained in the SPPP and submitted to NJDEP as necessary.

If an illicit connection is identified, and determined to be emanating from the Township, any necessary corrections to eliminate the discharge will be made in coordination with the Department of Public Works, as appropriate. If the connection is found to originate from another responsible party, Piscataway will report the illicit connection in writing to the NJDEP and notify the responsible entity, where appropriate.

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.

Piscataway will inspect all municipally owned stormwater facilities annually to ensure they are functioning properly. In high risk areas, preventative maintenance will be performed on all stormwater facilities to ensure that they do not begin to fail.

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.

Piscataway will request inspection and maintenance records from private entities to be submitted annually for review. The Planning Board will review these records to ensure that privately-owned stormwater facilities are being maintained as appropriate.

New stormwater facilities that are installed will be captured at the time of Planning and Zoning Board reviews. The Township will maintain Operation and Maintenance Manuals on file for newly installed stormwater facilities, and will require annual submission of inspection and maintenance records.

8. Infrastructure Records

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

Inspection and maintenance logs will be maintained in the Office of the Public Works Department.

SPPP Form 8 – Community-wide Measures

Part IV.F.2.

1. Herbicide Application Management Describe your program for preventing herbicides from being washed into the waters of the State and the prevent erosion caused by de-vegetation.
Piscataway does not apply herbicides. We do all de-vegetation by mowing or clipping and have not experienced erosion because of this practice.
2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.
DPW staff are trained to shovel up excess salt piles that remain on roadways and parking areas within 72 hours after the storm is over (conditions permitting). The salt is collected in a covered bin and reused during the next storm.
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).
DPW staff use mower bags to collect grass clippings in most areas. The clippings are dumped on a paved surface temporarily at the maintenance yard and covered. Tree branches that result from trimming activities are also collected and brought back to the maintenance yard. The materials are moved offsite to a compost facility every month.
4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.
Erosion of shoulders, embankments, ditches, and soils along roads are inspection during routine operations. If erosion or sedimentation is noted to be collecting in areas, including in the waters near the road, it is scheduled for maintenance. Vegetation is planted or other methods are used, such as riprap in areas prone to erosion along roads to promote soil stabilization as described in the Standards for Soil Erosion and Sediment Control. We will contact our MS4 Case Manager for guidance in cases where planting will not remedy the issue.

SPPP Form 9 – Municipal Maintenance Yards and Other Ancillary Operations

Part IV.F.5.

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	
Township of Piscataway, Department of Public Works 505 Sidney Rd, Piscataway, NJ 08854	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of site inspection logs.	
Inspections are conducted daily during routine operations. A trained DPW employee walks the site at least once per month to ensure that all materials and machinery stored outside are stored in such a way that minimizes stormwater exposure, ensure the materials are on impervious surfaces as required, and completely covered. Remedial actions taken during inspections, as well as those still needed, are documented in the inspection log.	
Specifically, we check if outdoor containers are covered and placed on spill platforms and labels are in good condition. We check that spill kits are accessible near liquid transfer areas. We check that bulk liquids are protected with secondary containment and that all accessories (hoses, valves, etc.) are in good condition and within the containment area. In addition, we ensure that all dumpsters/refuse containers are covered.	
Inspection records are maintained in the DPW office.	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Leaves/Brush	Caterpillar p20G
Commingled Metal Cans	John Deere Loaders
Cardboard	Bobcat Loader
Mixed Paper	Backhoes
Electronics	
4. Discharge of Stormwater from Secondary Containment	
Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.	
N/A – Secondary containment structures are not present at the Public Works Department.	
5. Fueling Operations	
Does the fueling occur onsite? If so, describe the BMPs in place to minimize the contamination of stormwater from fueling activities.	
Best practices for refueling tanks include putting a dyke around nearby catch basins and monitoring the refueling process.	
For fueling vehicles, the pump and vehicle must be attended to at all times. There is signage to guide users to the emergency shutoff, spill kits and dyke kits.	
6. Vehicle/Equipment Maintenance and Repair	
Do you perform maintenance and repair onsite? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.	
All vehicle maintenance is done inside the garages. There is a floor drain present that drains to the sanitary sewer.	
7. Wash Wastewater Containment	

Do you wash vehicles onsite? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that onsite containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.

There is an enclosed recirculating vehicle washing bay that utilizes an oil/water separator, then drains to sanitary.

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.

There is an enclosed salt barn on premises, other deicing materials are stored in polyethene tanks.

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.

Aggregate material is stored in bins outside, construction debris is stored in roll-off containers.

10. Cold Patch Asphalt

Do you store these materials onsite? 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.

Best Management Practices are detailed in the appropriate Standard Operating Procedure (SOP), attached in this SPPP for reference. All documentation associated with inspections, identified problems and corrective actions will be maintained by the Public Works Department.

11. Street Sweepings and Storm Sewer Cleanout Materials

Do you store these materials onsite? 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.

These materials are stored in roll-off containers until they can be trucked off site.

12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings

Do you store these materials onsite? 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.

Best Management Practices are detailed in the appropriate Standard Operating Procedure (SOP), attached in this SPPP for reference. All documentation associated with inspections, identified problems and corrective actions will be maintained by the Public Works Department.

13. Scrap Tires

Do you store these materials onsite? 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.

Best Management Practices are detailed in the appropriate Standard Operating Procedure (SOP), attached in this SPPP for reference. All documentation associated with inspections, identified problems and corrective actions will be maintained by the Public Works Department.

14. Inoperable Vehicles and Equipment

Do you store these materials onsite? 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.

Best Management Practices are detailed in the appropriate Standard Operating Procedure (SOP), attached in this SPPP for reference. All documentation associated with inspections, identified problems and corrective actions will be maintained by the Public Works Department.

PISCATAWAY DEPARTMENT OF PUBLIC WORKS – 505 SIDNEY RD. SOURCE MATERIAL INVENTORY

Source Material and Source Operations	Recommendation
Drums	<ul style="list-style-type: none"> • Properly label all drums. • Dispose of empty/unused drums. • Store drums covered and on spill pallets.
Dumpsters	<ul style="list-style-type: none"> • Construct/purchase cover for dumpsters. • Where applicable, keep lids closed when not in use.
Lead Acid Batteries	<ul style="list-style-type: none"> • Store indoors or construct a shed to keep materials covered.
Used Tires	<ul style="list-style-type: none"> • Store tires in an enclosed container dedicated to scrap tire storage.
Waste Oil Storage	<ul style="list-style-type: none"> • Practice good housekeeping and maintenance.
Spare/Scrap Vehicle and Equipment Parts	<ul style="list-style-type: none"> • Store all spare parts indoors whenever possible. • Dispose of all unnecessary scrap parts properly. • If stored outdoors, all spare and scrap parts should be covered from precipitation and stored on spill pallets.
Vehicle Fueling Area	<ul style="list-style-type: none"> • Keep spill kit nearby in case of spills in the fueling area or during fuel delivery.
Vehicle Washing	<ul style="list-style-type: none"> • Ceased vehicle washing onsite. • Contract vehicle washing offsite or construct a wash bay with drains discharging to the POTW.
Sand Storage	<ul style="list-style-type: none"> • Store at least 50 feet from all storm drain inlets and waterbodies.
De-Icing Materials Storage	<ul style="list-style-type: none"> • Comply with Salt and De-Icing Material Storage and Handling SOP.
Street Sweepings	<ul style="list-style-type: none"> • All sweeping material stored onsite should be covered from precipitation and kept on an impervious surface.
Catch Basin Cleaning Materials	<ul style="list-style-type: none"> • All sweeping material stored onsite should be covered from precipitation and kept on an impervious surface. • Waters resulting from catch basin cleaning materials should be managed as a wastewater. This water should be disposed of into the sanitary sewer or through a licensed wastewater disposal contractor.
Aboveground Storage Tanks (ASTs)	<ul style="list-style-type: none"> • Regularly inspect for drips and spills.

TOWNSHIP OF PISCATAWAY

GOOD HOUSEKEEPING PRACTICES

STANDARD OPERATING PROCEDURES

Introduction

This procedure provides the basic practices of good housekeeping to be implemented at maintenance yards or other areas where maintenance is performed in the Township of Piscataway in a manner that ensures that proper consideration is given to spill prevention, containment and countermeasures, waste disposal and recycling, and pollution control, in order to minimize the impact of maintenance yard activities on the environment.

Scope

This SOP is applicable to all Township personnel and contractors who work at any maintenance yards or other areas where maintenance is performed in the Township of Piscataway.

Standards and Specifications

All Containers and Drums

1. All containers should be **properly labeled and marked**, and the labels must remain clean and visible.
2. All containers must be kept in good condition and **tightly closed** when not in use.
3. When practical, chemicals, fluids and supplies should be kept **indoors**.
4. Keep a **spill kit** on hand at the following locations:
 - a. Maintenance Garage
 - b. Vehicle Fueling Area
5. Have available and make use of **drip pans** during liquid transfers.
6. **Absorbent spill clean-up materials** must be made available in maintenance areas and shall be disposed of properly after use.
7. Collect waste fluids in properly labeled containers and dispose of them properly.

Containers and Drums Stored Outside

1. All drums and containers must be **covered** and placed on **spill platforms**.

Spare/Scrap Vehicle and Equipment Parts

1. Whenever possible, store all spare parts inside.
2. Dispose of all unnecessary scrap parts properly.
3. If stored outdoors, all spare and scrap parts should be covered from precipitation
4. Parts and scrap stored outdoors should also be stored on spill pallets.

Street Sweepings

1. All sweeping material stored on-site should be covered from precipitation and kept on an impervious surface.

TOWNSHIP OF PISCATAWAY

GOOD HOUSEKEEPING PRACTICES

STANDARD OPERATING PROCEDURES

Catch Basin Cleaning Materials

1. All catch basin cleaning materials stored on-site should be covered from precipitation and kept on an impervious surface.
2. Waters resulting from catch basin cleaning materials should be managed as wastewater. This water should be disposed of into the sanitary sewer or through a licensed wastewater disposal contractor.

Spill Response and Reporting

1. Provide spill containment dikes or other secondary containment around stored oils and other fluid storage containers.
2. In the event of a spill, contact the Township of Piscataway Office of Emergency Management at 732-562-7621.
3. Conduct cleanups of any spills of fuels, oils, lubricants, antifreeze and other hazardous materials immediately after discovery.
4. Spills are to be cleaned up using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g. kitty litter, sawdust, etc.) and the absorbent materials shall be swept up as soon as possible after the spilled material has been absorbed.
5. Spill cleanup waste material is to be disposed of properly.

Maintenance and Inspection

1. At least monthly, check for leaks and damaged equipment and make repairs as necessary.
2. Perform monthly inspections of all source material storage locations.

TOWNSHIP OF PISCATAWAY

VEHICLE MAINTENANCE

STANDARD OPERATING PROCEDURES

Introduction

This procedure provides instructions for performing vehicle maintenance in a manner that ensures that proper consideration is given to spill prevention, containment and countermeasures, waste management, and pollution control, in order to minimize the impact of maintenance activities on the environment.

Scope

This SOP is applicable to all Township personnel and contractors who participate in vehicle maintenance activities at the Public Works Yard.

Standards and Specifications

General Vehicle Maintenance Guidelines

1. Conduct vehicle maintenance and operation only in designated areas.
2. When possible, perform all vehicle and equipment maintenance at an **indoor location with a paved floor**.
3. Always **use drip pans**.
4. Ensure that absorbent spill clean-up materials or spill kits are available in the vehicle maintenance area.
5. Use **portable tents or construct a roofing device** over long-term maintenance areas and for projects that must be performed outdoors.
6. Maintenance areas shall be protected from stormwater run-on and runoff, and shall be located at least 50 feet downstream from drainage facilities and watercourses.

Fluid and Battery Disposal

1. All waste **lead-acid batteries** should be stored indoors. If stored outdoors, all lead acid batteries should be under cover and elevated.
2. All waste liquids should be under cover and elevated.
3. All containers storing liquids should be **clearly labeled**.
4. All drips and spills should be addressed using **dry-cleaning methods** (use absorbent material and broom sweep up).
5. Properly dispose of or recycle batteries, fuels, oils, grease, lubricants, antifreeze and other hazardous materials. **Do not dump any of these materials on the ground or into a storm drain or watercourse**. Collect waste fluids in properly labeled containers and dispose of properly.

Tires

1. **Scrap tires** should be stored indoors or in a container dedicated to scrap tire storage.

Washing Practices

1. The washing of all vehicles should be conducted at a commercial wash station whenever possible.
2. If Piscataway performs washing activities on Township property, the wash waters should be either collected or disposed of into the sanitary sewer (with appropriate POTW permission).
3. All collected wash waters should be managed properly as wastewater.

TOWNSHIP OF PISCATAWAY

VEHICLE MAINTENANCE

STANDARD OPERATING PROCEDURES

Spill Prevention, Response and Reporting

1. Provide spill containment dikes or other secondary containment around stored oils and other fluid storage containers.
2. In the event of a spill, contact the Township of Piscataway Emergency Management at 732-562-7621
3. Conduct cleanups of any spills of fuels, oils, lubricants, antifreeze and other hazardous materials immediately after discovery.
4. Conduct cleanups of any spills of fuels, oils, lubricants, antifreeze and other hazardous materials immediately after discovery.
5. Spills are to be cleaned up using dry cleaning methods only. Spill shall be cleaned up with a dry, absorbent material (e.g. kitty litter, sawdust, etc.) and the absorbent materials shall be swept up as soon as possible after the spilled material has been absorbed.
6. Spill cleanup waste material is to be disposed of properly.

Maintenance and Inspection

1. **Monthly** check for leaks and damaged equipment and make repairs as necessary.

TOWNSHIP OF PISCATAWAY

VEHICLE AND EQUIPMENT FUELING

STANDARD OPERATING PROCEDURES

Introduction

This procedure provides instructions for delivering fuel into vehicles, equipment, mobile fuel tanks, and storage tanks in a manner that ensures the safety of Township personnel and the public as well as minimizing any impact on surface or groundwater.

Scope

This procedure is applicable to all Township personnel who participate in delivering fuel into vehicles, equipment, mobile fuel tanks, and storage tanks at any maintenance yards or mobile fueling operations in the Township of Piscataway.

Fueling operations occur at the Joline Avenue Public Works Yard. Equipment may also be fueled in the field using a truck-mounted fuel tank.

These procedures are to be implemented during all fueling operations at the Piscataway Township DPW.

Standards and Specifications

Equipment and Vehicle Fueling

1. Shut the engine off on the vehicle or equipment to be fueled.
2. Ensure that the fuel is the **proper type of fuel**.
3. Absorbent spill clean-up materials and **spill kits** shall be available in fueling areas and on the mobile fueling vehicles and shall be disposed of properly after use.
4. Nozzles used in vehicle and equipment fueling shall be equipped with an **automatic shutoff valve** to prevent overfill.
5. Fuel tanks shall not be “topped off”
6. Mobile fueling shall be minimized. Whenever practical, vehicles and equipment shall be transported to the designated fueling area in the maintenance yard.
7. Clearly post, in a prominent area of the facility, **instructions for safe operation of fueling equipment**, and appropriate contact information for the person(s) responsible for spill response.

TOWNSHIP OF PISCATAWAY

VEHICLE AND EQUIPMENT FUELING

STANDARD OPERATING PROCEDURES

Bulk Fuel Deliveries

1. **Drip pans** or absorbent pads shall be used under all hose and pipe connections, and other leak-prone areas during bulk fueling.
2. **Block storm sewer inlets**, or contain tank trucks used for bulk transfer, with temporary berms or temporary absorbent booms during the transfer process. If temporary berms are being used instead of blocking the storm sewer inlets, all hose connection points associated with the transfer of fuel must be within the temporary berms during the loading/unloading of bulk fuels.
3. Protect fueling areas with berms and/or dikes to prevent run-on, runoff, and to contain spills.
4. A trained employee must always be present to supervise during bulk transfer.

Spill Response and Reporting

1. In the event of a spill, contact the Township of Piscataway Office of Emergency Management at 732-562-7621.
2. Conduct cleanups of any fuel spills immediately after discovery.
3. Uncontained spills are to be cleaned using dry cleaning methods only. Spills shall be cleaned up with a dry, absorbent material (e.g. kitty litter, sawdust, etc.) and absorbent materials shall be swept up as soon as possible after the spilled fuel has been absorbed.
4. Collected waste is to be disposed of properly.
5. Notify the NJDEP Hotline (1-877-WARNDEP), in the event spills impact soils and/or waters of the State.

Maintenance and Inspection

1. Fueling areas and storage tanks shall be inspected **monthly**.
2. Keep an ample supply of spill cleanup material near the site of vehicle and equipment fueling and bulk fuel transfer operations.
3. Any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair must be repaired or replaced immediately.
4. The valves on the discharge pipes from any secondary containments for aboveground fuel storage tanks shall remain closed at all times except as described below. Visual inspections shall be performed before discharging stormwater through the valve to ensure that fuel from the tank has not come into contact with the stormwater to be discharged.

TOWNSHIP OF PISCATAWAY

SALT AND DE-ICING MATERIAL STORAGE AND HANDLING

STANDARD OPERATING PROCEDURES

Introduction

The storage of salt and de-icing materials must be managed appropriately to prevent contaminated runoff from reaching the stormwater collection system, or local waterways on campus.

Scope

These procedures are to be implemented during the storage and handling of all de-icing materials at the Piscataway Public Works Department, or its ancillary storage sites.

Standards and Specifications

1. Store material in a permanent structure.
2. Perform regular inspections and maintenance of storage structure and surrounding areas.
3. Minimize tracking of material from loading and unloading operations.
4. During loading and unloading:
 - a. Conduct during dry weather, if possible;
 - b. Prevent and/or minimize spillage; and
 - c. Minimize loader travel distance between storage area and spreading vehicles.
5. Sweep (or clean using other dry-cleaning methods):
 - a. Storage areas on a regular basis;
 - b. Material tracked away from storage areas;
 - c. Immediately after loading and unloading is complete.
6. Reuse or properly discard materials collected during cleanup.
7. Temporary outdoor storage is permitted only under the following conditions:
 - a. A permanent structure is under construction, repair or replacement;
 - b. Stormwater run-on and de-icing material run-off is minimized;
 - c. Materials in temporary storage are tarped when not in use;
 - d. The requirements of 2 through 6 above are met; and
 - e. Temporary outdoor storage shall not exceed 30 days unless otherwise approved in writing by the Department;
8. Sand must be stored in accordance with Piscataway's Aggregate Material and Construction Debris Storage Practices Standard Operating Procedure.

TOWNSHIP OF PISCATAWAY

AGGREGATE MATERIAL AND CONSTRUCTION DEBRIS STORAGE

STANDARD OPERATING PROCEDURES

Introduction

The storage of aggregate materials and construction debris must be managed appropriately to prevent contaminated runoff from reaching the stormwater collection system, or local waterways.

Scope

These procedures are to be implemented during the storage and handling of all aggregate materials and construction debris at Piscataway Public Works, or its ancillary storage sites.

Standards and Specifications

1. Store materials such as sand, gravel, stone, top soil, road millings, waste concrete, asphalt, brick, block and asphalt-based roofing scrap and processed aggregate in such a manner as to minimize stormwater run-on and aggregate run-off via surface grading, dikes and/or berms (which may include sand bags, hay bales and curbing, among others) or three-sided storage bays. Where possible the open side of storage bays shall be situated on the upslope. The area in front of storage bays and adjacent to storage areas shall be swept clean after loading/unloading.
2. Sand, top soil, road millings and processed aggregate may only be stored outside and uncovered if in compliance with item 1 above and a 50-foot setback is maintained from surface water bodies, storm sewer inlets, and/or ditches or other stormwater conveyance channels.
3. Road millings must be managed in conformance with the “Recycled Asphalt Pavement and Asphalt Millings (RAP) Reuse Guidance” (see www.nj.gov/dep/dshw/rntp/ashpaltguidance.pdf) or properly dispose of as solid waste pursuant to N.J.A.C. 7:26-1 et seq.
4. The stockpiling of materials and construction of storage bays on certain land (including but not limited to coastal areas, wetlands and floodplains) may be subject to regulation by the Division of Land Use Regulation (see www.nj.gov/dep/landuse for more information).

TOWNSHIP OF PISCATAWAY

YARD TRIMMINGS AND WOOD WASTE MANAGEMENT

STANDARD OPERATING PROCEDURES

Introduction

Yard trimmings and wood waste management sites must be operated in a manner that diverts stormwater away from operations, minimizes or eliminates exposure of materials to stormwater, and eliminates the discharge of stormwater that comes in contact with source materials to storm sewer inlets or surface waters.

Scope

These procedures are to be implemented during the yard trimmings and wood waste management operations at Public Works Facility, or its ancillary storage sites.

Standards and Specifications

1. Construct windrows, staging and storage piles:
 - a. In such a manner that materials contained in the windrows, staging and storage piles do not enter waterways of the State;
 - b. On ground which is not susceptible to seasonal flooding;
 - c. In such a manner that prevents stormwater run-on and leachate run-off
2. Maintain perimeter controls such as curbs, berms, hay bales, silt fences, jersey barriers or setbacks, to eliminate the discharge of stormwater runoff carrying leachate or litter from the site to storm sewer inlets or the surface waters of the State.
3. Prevent on-site storm drain inlets from siltation using controls such as hay bales, silt fences, or filter fabric inlet protection.
4. Dry weather run-off that reaches a stormwater sewer system is an illicit discharge. Possible sources of dry weather run-off include wetting of piles by the operator; uncontrolled pile leachate or uncontrolled leachate from other materials stored at the site.
5. Remove trash from yard trimmings and wood waste upon receipt.
6. Monitor site for trash on a routine basis.
7. Store trash in leak-proof containers or on an impervious surface that is contained to control leachate and litter/
8. Dispose of collected trash at a permitted solid waste facility.
9. Employ preventative tracking measures, such as gravel, quarry blend, or rumble strips at exits.

TOWNSHIP OF PISCATAWAY

STREET SWEEPINGS, CATCH BASIN CLEAN OUT, AND OTHER MATERIAL STORAGE

STANDARD OPERATING PROCEDURES

Introduction

Material storage must be managed appropriately to prevent contaminated runoff from reaching the stormwater collection system, or local waterways.

Scope

These procedures are to be implemented during the storage and handling of designated materials at Piscataway's Public Works Facility, or its ancillary storage sites. This SOP is intended for road cleanup materials, as well as other similar materials.

Standards and Specifications

1. Road cleanup materials may include, but are not limited to, street sweepings, storm sewer cleanout materials, stormwater basin clean out materials, and other similar materials that may be collected during road cleanup operations. This does not include materials such as liquids, wastes which are removed from sanitary sewer systems, or material which constitutes hazardous waste in accordance with N.J.A.C. 7:26G-1.1 et seq.
2. Road cleanup materials must be ultimately disposed of in accordance with N.J.A.C. 7:26-1.1 et seq. See the "Guidance Document for the Management of Street Sweepings and Other Road Cleanup Materials" (www.nj.gov/dep/dshw/rrtp/sweeping.htm).
3. Road cleanup materials placed into temporary storage must be, at minimum:
 - a. Stored in leak-proof containers or on an impervious surface and covered with a waterproof material (i.e., tarpaulin or 10-mil plastic sheeting) that is contained (e.g. bermed) to control leachate and stormwater run-on or run through; and
 - b. Removed for disposal (in accordance with 2, above) within six (6) months of placement into storage.

SPPP Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator
Piscataway’s Stormwater Program Coordinator (SPC) attends the NJDEP training every permit cycle. Training covers the SPC responsibilities, permit conditions, annual reporting, and required submissions and documentation.

Topic	Municipal Employees
Examples: in-person or virtual group sessions, e-Learning, field trainings and videos	
Describe the training provided for municipal staff.	
SPPP	Piscataway trains staff whose job duties support the stormwater program. Training on site-specific details in the SPPP, review MS4 permit requirements, and record-keeping is conducted annually via in-person training.
Construction Site Stormwater Runoff	Staff responsible for inspections of construction projects that disturb one acre of soil or more are trained annually on related MS4 permit conditions. Property owners must obtain a 5G3 permit from NJDEP prior to beginning construction activities and must comply with their approved soil erosion and sediment control plan.
Post-Construction Stormwater Management in New and Redevelopment	Staff responsible for implementing stormwater permit requirements receive an annual review of the fundamentals of the municipality’s post-construction stormwater management program to address stormwater runoff. Training explains the municipality’s definition of major and the interconnection among the Stormwater Management Rules at N.J.A.C. 7:8, the Township’s Stormwater Control Ordinance, stormwater permit conditions, the Department’s BMP Manual and Guidance Documents. For example, we identify where the Department’s approved maintenance guidance is available on the website for staff reference when an approved maintenance plan does not exist.
Ordinances	Staff responsible for approving and/or enforcing stormwater-related ordinances receive annual training on related MS4 permit conditions. The purpose of each ordinance and what steps to take if violations are reports is reviewed.
Community-wide Measures	Staff responsible for conducting activities associated with community-wide stormwater management measures attend annual training to discuss the MS4 permit requirements and town specific measures employed to comply with the street sweeping, storm drain inlets (labeling, retrofitting, and installations), herbicide applications, de-icing operations, roadside vegetative waste, and roadside erosion control requirements. Information is also presented regarding current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.
Stormwater Facilities Maintenance	<p>Staff responsible for conducting activities associated with inspections, maintenance and repair of stormwater infrastructure attend annual training on the MS4. This training details what infrastructure is to be maintained according to approved manufacturers’ maintenance plans, versus the remaining infrastructure that is to be maintained according to the NJDEP’s BMP Manual. Training also includes requirements for current BMPs, safety equipment and procedures, frequency of activities and proper documentation of work.</p> <p>All types of stormwater infrastructure in the Township are addressed in the training, which includes but is not limited to, storm drain inlets, catch basins, conveyance systems, manufactured treatment devices and retention/detention basins.</p>

Municipal Maintenance Yards and Other Ancillary Operations	Staff responsible for conducting activities associated with our municipal maintenance yard attend annual training to discuss related MS4 permit conditions, current best management practices, safety equipment and procedures, frequency of activities, and proper documentation or work.
MS4 Mapping	Personnel responsible for preparing and submitting our electronic mapping of stormwater infrastructure, attends annual training to review the MS4 permit requirements for electronic mapping.
Outfall Stream Scouring	Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of stream scouring as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.
Illicit Discharge Detection and Elimination	Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of illicit discharge as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.

Stormwater Management for Design Reviewers	
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.	
Individuals who review and approve stormwater management designs for major developments on behalf of the Township are required under the MS4 permit to attend the mandatory NJDEP Stormwater Management Design Review course at least once every five (5) years. They are required by the MS4 permit to also attend mandatory NJDEP training on amendments to the stormwater management rules at N.J.A.C. 7:8.	

Municipal Board and Governing Body Members	
Describe the training provided for members of the planning/zoning board and municipal council.	
Within 6 months of joining the Township Council or Zoning Board, each member is required under the MS4 permit to watch the NJDEP video titled, Asking the Right Questions in Stormwater Review https://nj.gov/dep/stormwater/asking_the_right_questions.html .	
Each term thereafter, members are required to watch another NJDEP video from the choices provided on the stormwater training webpage:	
Stormwater Management Rules Applicability https://nj.gov/dep/stormwater/training.htm	
Stormwater Management Rules Planning https://nj.gov/dep/stormwater/training.htm	
Stormwater Management Rules Design & Performance https://nj.gov/dep/stormwater/training.htm	
Stormwater Management Rules Safety https://nj.gov/dep/stormwater/training.htm	
Stormwater Management Through General Permit for MS4s https://nj.gov/dep/stormwater/training.htm	

Training Records	
Indicate the location of training records for the above required training.	
Documentation of employee training will be maintained with this plan. Training may be conducted by Piscataway or contracted to an outside party as needed.	

SPPP Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
https://www.piscatawaynj.org/departments/public_works/storm_sewers_(division_of_sewers).php	
2. Indicate the total type of each MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	To be completed
b. MS4 groundwater discharge points (basins or overland flow infiltration areas)	To be completed
c. MS4 interconnections	To be completed
d. MS4 storm drain inlets	To be completed
e. MS4 manholes	To be completed
f. Length of conveyance (channels, pipes, ditches, etc.)	To be completed
g. MS4 pump stations	To be completed
h. MS4 stormwater facilities (any that are not listed above)	To be completed
i. Maintenance yard(s) and other ancillary operations	To be completed
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>DPW staff coordinate with the Township Engineer to discuss any new major development projects happening around town throughout the year. All infrastructure being built for those projects are then mapped by the Township or selected contractor, and the corresponding data is submitted to our MS4 Case Manager.</p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<p>Piscataway is working to complete the MS4 Infrastructure Map. The data will be converted into Shape files and submit to our MS4 Case Manager before the mapping deadline of January 1, 2026.</p>	

SPPP Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.

Piscataway is gathering data to meet the requirements for the Phase 1 Watershed Inventory Report, which is due and will be posted to our stormwater webpage by January 1, 2026.

We have been expanding on our stormwater infrastructure map to include these requirements, and have included other stakeholders in our discussions to identify opportunities for public participation and education sessions.

2. Describe any regional projects or collaboration efforts with other municipalities.

We are still working to determine joint improvement projects with local government entities.

3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.

Logs of all comments received during public information sessions and minutes from meetings will be kept in the municipal clerk's office.

**Piscataway Township
Local Public Education Program**

Annually, the Township of Piscataway will complete a minimum of 12 points, including activities from at least 3 of the 5 categories below. At least one of the activities will involve educating the businesses and the general public of hazards associated with illicit connections and improper disposal of waste. Piscataway may choose to complete the highlighted options below, or any other combination to obtain the minimum points required.

CATEGORY 1: GENERAL PUBLIC OUTREACH

Activity	Description	Points
Social Media	<p>Post relevant stormwater materials on municipal social media site, such as Facebook, Instagram, or Twitter page. This information may include links to other stormwater related resources, including the municipality's stormwater webpage and the NJDEP stormwater website (www.njstormwater.org).</p> <p>*One point awarded for each social media platform used. A maximum of 3 points is allowed.</p>	3*
Newspaper Ad	<p>Use Department created and approved stormwater education materials available on www.cleanwaternj.org to publish an ad in a newspaper or newsletter that serves the municipality</p>	1
Radio/Television	<p>Broadcast a stormwater-related radio or television service announcement from www.cleanwaternj.org on a local radio or municipal public service channel.</p> <p>*One point awarded for each media outlet used. A maximum of 2 points is allowed.</p>	2*
Green Infrastructure Signage	<p>Post signs at municipally owned green infrastructure sites that describe the function and importance of the infrastructure, contact phone number, municipal identification number, and/or website for more information.</p> <p>*New signs receive 0.5 credits per sign. Existing signs that are maintained or upgraded receive 0.25 credits per sign. A maximum of 5 credits are allowed.</p>	5*
Billboard/Sign	<p>Produce and maintain (for credit in subsequent years) a stormwater-related billboard or sign which can be displayed on a bus, bus stop shelter, recreation field (outfield sign), or other similar public venue.</p>	2
Mural	<p>Produce and maintain (for credit in subsequent years) the planning and painting of a stormwater pollution themed mural, storm drain art or other artwork at a local downtown/commercial area or other similar public venue.</p>	2
Stormwater Facility Signage	<p>Post signs at municipally owned stormwater management basins or other structural stormwater related facilities that describe the function and importance of the facility, contact phone number, municipal identification number, and/or website for more information.</p> <p>*New signs receive 0.5 credits per sign. Existing signs that are maintained or upgraded receive 0.25 credits per sign. A maximum of 5 credits are allowed.</p>	5*

CATEGORY 2: TARGETED AUDIENCES OUTREACH

Activity	Description	Points
Stormwater Display	Present a stormwater related display or materials at any municipal event (e.g., Earth Day, town picnic), at the municipal building or other similar public venue.	1
Promotional Item	Distribute an item or items with a stormwater related message (e.g., refrigerator magnets, temporary tattoos, key chains, bookmarks, pet waste bag dispensers, coloring books, and pens or pencils). Municipality must initially have available a minimum number of the items equal to 10% of the municipal population.	2
Private Stormwater Facilities Education	Provide information to all known owners of stormwater facilities not owned or operated by the municipality (i.e., privately owned) highlighting the importance of proper maintenance of stormwater measures. For assistance see information at www.nj.gov/dep/stormwater/maintenance_guidance.htm .	3
Mailing or e-Mailing Campaign	Distribute any of the Department's educational brochures, tip cards, or a municipally produced equivalent (e.g., community calendar, newsletter, or recycling schedule) via a mailing to every resident and business in the municipality.	2
Ordinance Education	Distribute a letter or e-mail from the mayor or municipal official to every resident and business in the municipality highlighting the requirements and environmental benefits of the Pet Waste, Wildlife Feeding, Litter Control, Improper Disposal of Waste, Containerized Waste/Yard Waste Collection, Private Storm Drain Inlet Retrofitting and Illicit Connection, Tree and Salt Storage ordinances. Provide a link to the municipal website where subject ordinances are posted.	3

CATEGORY 3: SCHOOL/YOUTH EDUCATION AND ACTIVITIES

Activity	Description	Points
School Presentations	Provide water-related educational presentation(s) and/or activities to local preschool, elementary, middle/high school classes using staff or local partner organizations. Topics could include stormwater, nonpoint source pollution, watersheds, water conservation and water quality. For ideas, see information at www.nj.gov/dep/seeds . *Presentations receive 1 credit per presentation, with a maximum of 5 credits allowed.	5*
Water Education Workshops	Provide water-related professional development workshops for local teachers from a registered NJ Department of Education Professional Development Provider.	2
Storm Drain Labeling	Organize a project to label and/or maintain storm drain labels (that are not already precast with a message) with a scout troop, local school district, or faith based group, or other community youth group for a minimum of 40 labels. This project could also include stenciling over precast labels to improve legibility.	3
Educational Contest for Schools	Organize an educational contest with a local school district or a local community organization to design a poster, magnet, rain stick, rain barrel or other craft/art object. Contest themes shall have an appropriate stormwater message. Winning entries are to be displayed at publicly accessible locations within the municipality such as the town hall, library, post office, or school. The winning design should be shown on the municipality's website or social media site, if practical.	3
AmeriCorps Event	Coordinate an event (e.g. volunteer stream monitoring, educational presentations, or stormwater awareness project) through AmeriCorps NJ Watershed Ambassador Program.	4
Clean-Up	Sponsor or organize a litter clean up for a scout troop, local school district, faith-based group or other community group from the public complex along a local waterway, public park, stormwater facility, or in an area with storm drains that discharge to a local lake or waterway.	3

CATEGORY 4: WATERSHED/REGIONAL COLLABORATION

Activity	Description	Points
Regional Stormwater Collaboration	Participate in a regional stormwater, community collaborative or other watershed-based group on a regular basis to discuss impaired waterbodies, TMDLs, regional stormwater related issues, or watershed restoration plans that address those waterbodies. Evaluate, develop and implement remedies that resolve stormwater related issues within the affected waterbody or watershed.	3
Green Infrastructure Workshop	Organize or participate in a rain barrel, rain garden or other green infrastructure workshop on a regional or watershed basis. This could be a partnership exercise with a local watershed organization, utility, university, school, youth/faith-based group, and/or other organization.	3
Community Activity	Organize or participate in the organization of a regional or watershed-based event to carry out stormwater activities such as stormwater facility maintenance or litter clean-up. The municipality may identify and enter into a partnership agreement with a local group such as a watershed organization, utility, university, school, youth/faith-based group, and/or other organization to carry out these activities.	3

CATEGORY 5: COMMUNITY INVOLVEMENT ACTIVITIES

Activity	Description	Points
Volunteer Stormwater Assessment or Stream Monitoring	Establish a volunteer stormwater facility assessment (inspection, inventory and/or mapping) or stream monitoring program for a waterbody within the municipality in order to gauge the health of the waterway through chemical, biological or visual monitoring protocols. Contact NJDEP's AmeriCorps NJ Watershed Ambassador Program or review USEPA National Directory of Volunteer Monitoring Programs .	3
Rain Barrel Workshop	Organize or participate in a rain barrel workshop. This could be a partnership exercise with a local watershed organization, university, school, youth/faith based group, and/or other nonprofit.	3
Rain Garden Workshop	Organize or participate in a rain garden training or installation workshop. This could be a partnership exercise with a local watershed organization, university, school, youth/faith based group, and/or other nonprofit.	3
Community Event	Organize or participate in the organization of a community event to carry out stormwater activities such as stormwater measure maintenance or a stream buffer restoration. The municipality may identify and enter into a partnership agreement with a local group such as a watershed organization, university, utility, school, youth/faith based group, and/or other nonprofit to carry out these activities.	3
Community Involvement	Organize a project with a local organization to create and post signs at either green and/or gray stormwater infrastructure sites or facilities that describe the function and importance of the facility, contact phone number, municipal identification number, and/or website for more information. *Signs receive 0.5 credits per sign. A maximum of 5 credits are allowed.	5*