

# 2023 Stormwater Pollution Prevention Plan

*Municipality:* Borough of Wenonah

*County:* Gloucester

*Permit Number NJG* NJPDES #NJG0155314

Annual Review Date: Stormwater December

Program Coordinator: David Kreck, PE

*David Kreck* March 1, 2024

## Table of Contents

<b>Form 1 – Team Members</b> .....	<b>3</b>
<b>Form 2 – Revision History</b> .....	<b>4</b>
<b>Form 3 – Public Announcements</b> .....	<b>5</b>
<b>Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment ...</b>	<b>6</b>
<b>Form 5 – Ordinances</b> .....	<b>8</b>
<b>Form 6 – Street Sweeping</b> .....	<b>9</b>
<b>Form 7 – MS4 Infrastructure</b> .....	<b>10</b>
<b>Form 8 – Community-wide Measures</b> .....	<b>14</b>
<b>Form 9 – Municipal Maintenance Yards &amp; Other Ancillary Operations</b> .....	<b>15</b>
<b>Form 10 – Training</b> .....	<b>19</b>
<b>Form 11 – MS4 Mapping</b> .....	<b>22</b>
<b>Form 12 – Watershed Improvement Plan</b> .....	<b>23</b>

### Form 1 – Team Members

<b>Stormwater Program Coordinator (SPC)</b>			
Name and Title		<b>David Kreck, PE, Borough Engineer</b>	
Phone	(856) 464-9600	Email	dkreck@pettitgroup.com
<b>Individual(s) Responsible for Major Development Project Stormwater Management Review</b>			
Name and Title		<b>David Kreck, PE, Board Engineer</b>	
Phone	(856) 464-9600	Email	dkreck@pettitgroup.com
Name and Title			
Phone		Email	
<b>Other Municipal Stormwater Team Members</b>			
Name and Title		David Kreck, Post-Construction Stormwater Management Coordinator	
Phone	(856) 464-9600	Email	dkreck@pettitgroup.com
Name and Title		<b>Denise Gatton, Local Public Education Coordinator</b>	
Phone		Email	
Name and Title		Jonathan Barbato, Ordinance Coordinator	
Phone		Email	
<b>Shared/Contracted Service Providers</b>			
Provider Name	Service Provided	Term of Service	
Gloucester County	<b>Street Sweeping</b>	<b>Continious</b>	
Gloucester County Mantua Twp Fire Dept	Salt Storage, Vehicle Fueling Vehicle Maintenance	As needed As needed	

## Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
2/23/24	2,	2023 Year End Updates
2/23/24	4	correct typo March 2, 2011 to March 2, 2021 & Clarify item #3, update item #'s 5 & 6
2/23/24	5	Update #'s 8 & 9
2/23/24	7	Update for new inlets, catch basins, and outfalls either constructed or discovered in 2023
2/23/24	8	Update #'s 2 & 3
2/23/24	9 - Maple Street	Update #'s 3, 8, 9, & 12
2/23/24	9 - Glassboro Rd	Update #'s 9 & 12
2/23/24	9 - W Cherry Street	Update #'s 3, 9, & 12
2/23/24	10	2023 Year End Updates
2/23/24	11	Update Item #2 for new inlets and outfalls either constructed or discovered in 2023

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

1. Provide the link to the dedicated stormwater webpage for your municipality.
<a href="https://boroughofwenonah.com/stormwater-management/">https://boroughofwenonah.com/stormwater-management/</a>
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
<b>Carol Newman, Finance Office Clerk</b>
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.
Public Education: Outlets for disseminating information include Borough Website, Facebook Page, Instagram Page, Annual Calendar, Quarterly Newsletter, email blasts, and regular mail
Community Activities: The Borough of Wenonah provides Public Notice in compliance with the Open Public Meetings Act (Sunshine Law-NJSA 10:4-6 et seq.) Notice is typically posted in the South Jersey Times, with additional notifications posted in the Borough kiosk, the Borough website, and the quarterly newsletter when circumstances permit.

# 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.

Wenonah Borough Ordinance 72-605: "Major development" means and 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 or the effective date of this ordinance, whichever is earlier; or  
 4. A combination of 2 and 3 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 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 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. 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.

Same as NJDEP Model SCO

3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).

The Borough of Wenonah is a "built out" community with limited potential for new privately funded Major Development Project Applications based upon the extent of available undeveloped property.

However, should a Major Development Project be received by the Planning Board, the project will be initially reviewed by Site Plan Review Committee, followed by a more detailed engineering review performed by the Board Engineer who shall ensure compliance with N.J.A.C. 7:8 and the permittee’s SCO or RSIS, as applicable.

Municipal Major Development projects shall be designed by the Borough Engineer who is familiar with the requirements of the Borough's Stormwater Control Ordinance and has also completed the mandated NJDEP Design Review Training Course.

Upon such a circumstance, the Borough has an appointed Special Projects Engineer who shall review the stormwater management designs performed by the Borough Engineer to ensure compliance with the Stormwater Control Ordinance

<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>
<p>Not at this time</p>
<p>5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.</p>
<p>SCO was initially adopted on 8/6/2008  Revised SCO adopted on 12/18/2014  Revised SCO adopted on 1/28/21  The SCO will be further revised prior to July 18, 2024 to incorporate the Inland Flood Protection Rule</p>
<p>6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.</p>
<p>MSWMP was adopted June 6, 2008 and there have been no revisions. The MSWMP shall be re-examined in conjunction with the Municipal Master Plan at least once every ten years, at a minimum. Additional re-examinations shall be performed, as necessary, to reflect changes related to the Borough's stormwater management program. The next MSWMP re-examination shall be performed in 2024 to reflect the adoption of the Borough's updated SCO.</p>

## 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	03/23/06	Yes	police	\$ ___
2. Wildlife Feeding	03/23/06	Yes	police	\$ ___
3. Litter Control	03/23/06	Yes	police	\$ ___
4. Improper Disposal of Waste	03/23/06	Yes	police	\$ ___
5. Yard Waste	03/23/06	Yes	police	\$ ___
6. Private Storm Drain Inlet Retrofitting	07/22/2010	Yes	police	\$ ___
7. Illicit Connections	03/23/06	Yes	police	\$ ___
8. Privately-Owned Salt Storage	Anticipated 4/25/24		police	\$ ___
9. Tree Removal- Replacement	Anticipated 4/25/24		police	\$ ___
<p><b>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.</b></p> <p>Borough of Wenonah adopted a Privately-Owned Refuse Containers/Dumpsters ordinance on July 22, 2010 that requires those dumpsters be covered when not in use to prohibit stormwater from entering and running through the dumpsters. Township personnel are aware of the ordinance and advise the Code Enforcement Officer when they notice a violation during their normal daily activities. Each violation of this ordinance carries a fine of up to \$2,000.</p> <p><b>Indicate the location of records associated with ordinances and related violations and enforcement actions below.</b></p> <p>Borough of Wenonah Clerk's Office</p>				



## 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.*

The Borough shall comply with the Annual and Tri-Annual street sweeping requirements in accordance with the implementation deadline of January 2026.

The current monthly street sweeping operations across the frontage of commercial properties in Southwest & Northwest Avenue shall continue to be in effect until the Annual & Tri-Annual street sweeping schedules have been implemented.

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

Gloucester County currently performs the sweeping of the Borough's 2-Block commercial area which is contiguous to the the county roadway. This work is performed as a courtesy due to the limited amount of municipal street sweeping required (i.e. <0.25 miles) and therefore, there is no formal Agreement with the County for the municipal Street 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. Inlets are inspected on an annual cycle. During the inspection, inlets without wording cast into the frame are checked for a stormwater label or medallion. If no labeling is found and the the inlet is not scheduled for replacement, the inlet is documented by the Public Works Department and the inlet label is replaced as necessary.

b. Existing Inlets located within the scope of roadway reconstruction and resurfacing projects for the Borough of Wenonah are either replaced or retrofitted to be compliant with the Attachment C. The Borough is assembling an inventory of Borough-wide inlets that are not compliant with Attachment C and those inlets will be retrofitted prior to the January 2028 deadline.

c. The Borough ensures that the plans for municipal construction projects and major developments provide catch basins for all new storm drain inlets.

d. All 183 inlets are inspected by the Public Works Dept on an annual basis. Inspections assess condition of structure and accumulation of sediment, debris, trash, or other foreign material. All inlets containing such materials are cleaned out regardless of the amount of debris. Inlets found to be in need of repairs are logged in and scheduled for repair and/or replacement.

The following Inlets have been found to be prone to flooding and therefore, are inspected and cleaned both before and after any storm event exceeding 1" of rainfall to ensure proper functionality:

Inlet #'s A10-A15, A79-A88, A32-A38, A74A, A74B, A92-A95, B6, B7, B10-B12, B19, B20, B60, & B61.

### **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. All 182 of the 183 Borough Inlets have catch basins which are inspected on a five (5) year cycle, i.e. 20% annually. The Public Works Maintenance Manual designates which catch basins require inspection in any given year. The inspection logs also require documentation of the existing stormwater piping which is needed for the preparation of the MS4 Map.

Along with the corresponding inlet grates, catch basins which are historically prone to flooding are inspected and cleaned both before and after any storm event exceeding 1" of rainfall.

b. Current policy is that any debris noted during catch basin inspections shall be removed and properly stored and disposed of.

c. The inlet with the missing catch basin (B-78) was discovered in 2023 and will be addressed in 2024.

### **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.

DPW inspects surface conveyance systems on an annual basis, at a minimum. More frequent inspections are performed during the daily routine operations as well as for problematic conveyance systems. Inspections include roadside swales, ditches between stormwater outfalls and receiving water bodies, and overland discharges at the terminus' of paved roadways. Any obstructions found in the flow path are immediately removed, primarily by hand. However, fallen trees in the flow path will require a certain extent of mechanical means for their removal. Condition of the flow path is also evaluated for vegetation health and erosion and, when identified, the findings are brought to the attention of the Engineer for remediation and for completion of the Stream Scouring Forms, as applicable.

The stormwater piping system is routinely inspected in conjunction with the catch basin inspections. Pipe types and sizes are also documented for MS4 Mapping purposes. Pipe Inspections are initially performed by eye, using mirrors or flashlights. If significant debris is noted, the pipe will be scheduled for jet cleaning.

Prior to roadway paving projects, video pipe inspections are completed to evaluate the need for replacement.

Additional pipe inspections in response to the identification of sinkholes and flooding problems are typically performed within 24 hours of notification. Video inspections shall be incorporated if visual inspections cannot identify the location and extent of the problem. Repairs shall be performed as necessary.

### **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.

All 33 Borough owned outfalls are inspected at least once every five (5) years (6 to 7 outfalls annually) for Condition and Stream Scouring, both at the location of the outfall and between the outfall and receiving water body, where applicable. Should erosive conditions be identified, DPW shall complete the NJDEP Stream Scouring Investigation Form in conjunction with the Borough Engineer, who shall initiate an investigation into the upstream drainage area within 90 days, and devise a plan for addressing the erosion problem as soon as possible to allow for the repairs to be completed within one year of identification.

All necessary repairs shall be prioritized based upon the extent of erosion, the threat to public welfare, and the need for NJDEP and Soil District Permitting

If remediation cannot be completed within one year, the MS4 case manager shall be notified and provided with a schedule for completion prior to the one year deadline, as described above

Any newly installed or newly discovered outfall shall be inspected, as described above, within 30 days of installation or identification and any complaints about outfalls shall be responded to within one week of receipt. One new Outfall (Outfall #U048) was discovered in early 2024 and is documented within the 2024 SPPP.

Past repairs will be inspected annually to ensure scouring has not resumed. Appropriate repairs will be made at those outfall locations where such resumption has occurred

Records of completed repairs and copies of all applicable permits will be kept on file by the Borough Engineer.

**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.

All 33 Borough owned outfalls are inspected at least once every five (5) years (6 to 7 outfalls annually) for Dry Weather Flow.

Should dry weather flow be identified, DPW shall notify the Borough Engineer to coordinate completion of the Illicit Connection Inspection Form and to initiate an investigation into the source of the dry weather flow within 30 days of the initial identification.

Should the investigation reveal the potential presence of an Illicit Connection, a water sample shall be taken and tested to confirm the existence of the Illicit Connection.

If an illicit discharge is confirmed, the Borough will attempt to identify the source within 30 days.

If the source is identified, the Borough will notify the property owner(s) of their violation of the Illicit Connection Ordinance and will require the property owner to remove the illicit connection immediately.

If the Borough is unable to locate the source of the illicit connection within eleven (11) months of identification, the Borough will notify the NJDEP Enforcement Inspector and the MS4 case manager of the need for an extension of the one (1) year investigation period.

The NJDEP Illicit Connection Inspection Report Form shall be completed for each suspected illicit discharge to submitted with the Borough's Annual Report, and devise a plan for addressing the erosion problem, within one year of identification.

Any newly installed or newly discovered outfalls shall be inspected, as described above, within 30 days of installation or identification.

**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.

The Borough maintains a Rain Garden in the rear yard of the Community Library on the northeast corner of Clinton Avenue and Mantua Avenue.

The Borough Engineer has prepared a Rain Garden Maintenance Manual that details various inspection and maintenance activities, with varying frequencies, including maintenance logs for documentation purposes. The Manual provides guidance for the implementation of maintenance activities based upon the findings of the required inspections.

**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 Borough of Wenonah does not currently have any privately developed lands with stormwater facilities thereupon.

**8. Infrastructure Records**

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

The Borough Engineer has prepared a Maintenance Manual for the Public Works Department that includes Instructions, Logs, and Maps which are used to document the various inspection and maintenance activities for the following:

1. Community Wide Measures
2. Borough owned/operated Stormwater Facilities
3. Maintenance Yard Operations
4. Outfall Inspections (for both Stream Scouring and Illicit Discharge Investigations)

## 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 to prevent erosion caused by de-vegetation.

The Borough of Wenonah does not use herbicides to control vegetation

#### 2. Excess Deicing Material Management

Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.

De-icing Mat'ls are stored at the County Facility in Mantua NJ and picked up when needed. Unused materials are temporarily stored under a tarp at a location that does not promote run-on or run-off. Unused material is ultimately returned to the County Facility if not used within 30 days.

Piles of excess salt and de-icing materials that may have been deposited during spreading operations, whether from accidental spillage or from operating spreading equipment, on all streets and parking areas owned or operated by the Borough shall be removed within 72 hours from the storm event

#### 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.).

Grass clippings from Borough owned properties and rights of way are mulched in place and, when required, are swept from adjacent streets to prevent from being deposited in the local storm sewers. Grass clippings swept from streets is temporarily stored in trash cans and taken out with municipal trash on a weekly basis. Resident grass clippings are not handled by the Borough and residents are made aware via the Borough's Newsletters.

Fallen tree debris in Borough owned properties and rights of way is picked up by Public Works Department as soon as possible after being reported or observed to prevent the material from being deposited in the local storm sewers. Larger tree debris is chipped on-site and transported to the Borough Wood Chip Yard for temporary storage, where residents are permitted to recycle the wood chips for gardening mulch. Smaller branches and debris is temporarily stored in trash cans and taken out with municipal trash on a weekly basis. Planned municipal tree trimmings are handled in the same manner as described above.

As an additional benefit for the residents, the Borough maintains two separate yard waste pick up schedules. One schedule is dedicated to branches and containerized yard waste and runs on a bi-weekly basis from late December to mid September. The second schedule is dedicated to curbside leaf pick-up and it runs on a rotating basis from mid-September to late December. The Borough Calendar and Quarterly Newsletter provides Borough residents with specific instructions for the timing and location for the placement of debris piles to prevent deposition into nearby inlets and catch basins.

Debris from residential Containerized Yard Waste and Leaf pick-up operations are not stored by the Borough but are transported to a local farmer who recycles the materials.

#### 4. Roadside Erosion Control

Describe your program to detect and repair erosion along municipal roadways.

DPW routinely checks for erosion along the un-curbed Borough roadways as they perform their daily operations. Any roadside erosion noted by DPW is logged within the Maintenance Manual.

Upon identifying the erosive conditions, DPW staff is further instructed to notify the Borough Engineer to develop a remediation plan which is to be implemented within three months of discovery.

Depending upon the severity of erosion, repairs could include stabilization with additional vegetation and/or installation of stone riprap for the more severe situations.

## 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: 3*

<b>1. Site Name and Address</b>	
Public Works Yard 1 West Maple Street Wenonah, NJ 08090	
<b>2. Monthly Site Inspections</b>	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
Daily inspections are conducted by DPW staff as part of the daily routine operations. DPW Staff inspects the Yard and surrounding area at least once per month to ensure that there are no conditions that would be cause for a negative impact to the storm sewer system and surrounding water bodies.	
The Borough Maintenance Manual includes detailed instructions with an inspection and maintenance log to ensure compliance with the various Good Housekeeping/Best Management Practices that are applicable to the operations at the Maple Street Public Works Yard.	
All inspection and maintenance records are kept within the Public Works Maintenance Manual located in the DPW office.	
<b>3. Inventory List</b>	
List all materials and machinery that are potentially exposed to stormwater.	
<b>Materials</b>	<b>Machinery/Equipment</b>
One (1) bin containing stone	Two (2) Trash Trucks
One (1) bin containing recycled concrete	One (1) Tractor
One (1) bin containing Topsoil	One (1) Wood Chipper
One (1) bin containing Cold Patch	One (1) Dump Truck
One (1) dumpster of recyclable light iron	One (1) Backhoe
Solvents & household waste stored on palate under canopy	One (1) Jet Cleaner
Stockpile of construction materials, i.e. pipe, concrete blocks, etc	Three (3) Portable Generators
One (1) enclosed container reserved for old household electronics	
One (1) dumpster of household items	

<p><b>4. Discharge of Stormwater from Secondary Containment</b> Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>
<p>The Borough has removed and disposed of a 275 gallon drum with secondary containment system used to store recycled motor oil.</p> <p>The Borough has two (2) separate double walled, above ground heating oil tanks with secondary containment. If liquid is found in the secondary containment, it is checked for presence of oil. If no oil is present, the valve is opened and the runoff is drained from the secondary containment tank. If the water is contaminated, it shall be removed and properly disposed of at the County Wastewater Treatment Plant.</p>
<p><b>5. Fueling Operations</b> 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>The only fueling done at the Public Works Yard is for lawn care equipment. Spill kits are readily available if needed.</p> <p>Vehicle Fueling is performed at County Facility in Mantua NJ</p>
<p><b>6. Vehicle/Equipment Maintenance and Repair</b> 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>The Borough has a shared services agreement with Mantua Township that allows for all vehicle maintenance to be performed at the Mantua Township Fire Department Facility.</p>
<p><b>7. Wash Wastewater Containment</b> 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>The Public Works Department does not typically wash their vehicles on a regular basis. However, when washing is needed, vehicles are taken to the local Car Wash or to the Gloucester County Public Works Facility in Clayton NJ.</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.

De-icing Mat'ls are stored at the County Facility in Mantua NJ and picked up by Public Works prior to a storm event.

After the storm event, unused material may be temporarily stored outdoors under a tarp, at a location that does not promote run-on or run-off. If the material is no longer needed, it shall be returned to the County Facility. Temporary storage of de-icing material shall not exceed 30 days before being returned to a permanent storage facility.

**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.

Stone, recycled concrete, and topsoil at Maple Street Yard are stored in three-sided storage bins which are located greater than 50 feet from any water body or stormwater structure. Loading areas are cleaned as they are used.

Wood Chips are processed at the tree removal site and transported to the West Cherry Street Yard for temporary storage. Chipping is not permitted at the Storage Yard.

Finished leaf compost is not stored. After finished leaf compost is picked up, it is delivered within the same day to a local farmer who recycles the materials for agricultural purposes.

**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.

Cold Patch material is stored in a 3 sided bin and covered with a tarp. The bin has a concrete apron that slopes toward the bin to prevent runoff. The apron is swept after use to prevent cold patch material from being tracked by vehicle tires

**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.

Debris from Street Sweepings and Catch Basin Cleaning are stored in municipal trash cans and disposed of at the Wheelabrator Solid Waste Facility. These materials are typically disposed of within one week of storage, and in no case are the materials be stored for a duration of more than 6 months.

**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.

Construction debris is temporarily stockpiled at a location greater than 50 feet from any water body or stormwater structure and the area surrounding the stockpile is graded in such a manner as to minimize stormwater run-on and run-off. The debris is either re-purposed or properly disposed of within 6 mos of stockpiling.

Wood waste is stored at the Woodbury-Glassboro Road Yard

Yard trimmings, exclusive of lawn trimmings, are included in the containerized yard waste pick up. However, these materials are not stored at the Borough. Instead, the material is delivered to a local farmer for re-purposing as organic fill material and mulch.

**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.

Scrap tires are not routinely picked up and stored by the Borough. Scrap tires from Borough vehicles are temporarily stored within a roofed building and disposed of at the County Solid Waste Disposal Facility in South Harrison Township

**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.

Inoperable vehicles and equipment, if applicable, shall be stored away from any inlet or low lying areas and shall be inspected on a monthly basis for leaking fluids. Drip pans shall be provided to prevent spills

Inoperable vehicles and equipment whose frame and body are intact and not leaking fluids, may be stored uncovered until repairs are made and the item is back in service.

Inoperable vehicles and equipment whose bodies are not intact must be stored within a roofed structure or covered with a tarp. Drip pans shall be provided and any leaks shall be immediately cleaned using a Spill Kit.

## 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:   3*

<b>1. Site Name and Address</b>	
Material Storage Yard 1415 Woodbury-Glassboro Road Wenonah, NJ 08090	
<b>2. Monthly Site Inspections</b>	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
To ensure that there are no conditions that would be cause for a negative impact to the storm sewer system and surrounding water bodies, DPW Staff inspects the site and surrounding area on every occasion that the site is accessed but no less than once per month.	
The Borough Maintenance Manual includes detailed instructions with an inspection and maintenance log to ensure compliance with the various Good Housekeeping/Best Management Practices that are applicable to the operations at the Woodbury-Glassboro Road Material Storage Yard.	
All inspection and maintenance records are kept within the Public Works Maintenance Manual located in the DPW office.	
<b>3. Inventory List</b>	
List all materials and machinery that are potentially exposed to stormwater.	
<b>Materials</b>	<b>Machinery/Equipment</b>
One (1) stockpile of Wood Waste	
One (1) Stockpile of Topsoil	
One (1) Stockpile of Stone	
One (1) Stockpile of Crushed Concrete	

<p><b>4. Discharge of Stormwater from Secondary Containment</b> Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>
<p>N/A</p>
<p><b>5. Fueling Operations</b> 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>N/A</p>
<p><b>6. Vehicle/Equipment Maintenance and Repair</b> 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>N/A</p>
<p><b>7. Wash Wastewater Containment</b> 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>N/A</p>

<p><b>8. Salt and Other Granular De-icing Materials</b> 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>
N/A
<p><b>9. Aggregate Material, Wood Chips, and Finished Leaf Compost</b> 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>Stone, recycled concrete, and topsoil stockpiles are located greater than 50 feet from any water body or stormwater structure and the area surrounding the stockpile is graded in such a manner as to minimize stormwater run-on and run-off.</p> <p>Stockpiles are in continuous use and therefore, are depleted and replenished as materials are needed. Any material that is mistakenly deposited outside of the stockpile area is cleaned up and either put into use or returned to the stockpile.</p>
<p><b>10. Cold Patch Asphalt</b> 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>
N/A
<p><b>11. Street Sweepings and Storm Sewer Cleanout Materials</b> 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>
N/A

<p><b>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings</b> 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>Wood Waste from Borough tree removal operations is temporarily stockpiled at a location greater than 50 feet from any water body or stormwater structure and the area surrounding the stockpile is graded in such a manner as to minimize stormwater run-on and run-off. Wood Waste is removed and transported to the County Recycling Facility within 6 months of storage.</p>
<p><b>13. Scrap Tires</b> 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>N/A</p>
<p><b>14. Inoperable Vehicles and Equipment</b> 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>N/A</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:   3*

<b>1. Site Name and Address</b>	
Wood Chip Yard West Cherry Street Wenonah, NJ 08090	
<b>2. Monthly Site Inspections</b>	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
DPW Staff inspects the site and surrounding area at least once per month to ensure that there are no conditions that would be cause for a negative impact to the storm sewer system and surrounding water bodies.	
The Borough Maintenance Manual includes detailed instructions with an inspection and maintenance log to ensure compliance with the various Good Housekeeping/Best Management Practices that are applicable to the operations at the West Cherry Street Wood Chip Yard.	
All inspection and maintenance records are kept within the Public Works Maintenance Manual located in the DPW office.	
<b>3. Inventory List</b>	
List all materials and machinery that are potentially exposed to stormwater.	
<b>Materials</b>	<b>Machinery/Equipment</b>
One (1) stockpile of Wood Chips	
One (1) stockpile of Lumber for Trail Maintenance	

<p><b>4. Discharge of Stormwater from Secondary Containment</b> Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>
<p>N/A</p>
<p><b>5. Fueling Operations</b> 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>N/A</p>
<p><b>6. Vehicle/Equipment Maintenance and Repair</b> 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>N/A</p>
<p><b>7. Wash Wastewater Containment</b> 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>N/A</p>



<p><b>8. Salt and Other Granular De-icing Materials</b> 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>N/A</p>
<p><b>9. Aggregate Material, Wood Chips, and Finished Leaf Compost</b> 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>Wood Chips from tree and branch removal operations are processed at the site and transported to the West Cherry Street Yard for temporary storage. Chipping is not permitted at the Storage Yard.</p> <p>Wood Chips are stockpiled at a location greater than 50 feet from any water body or stormwater structure and the area surrounding the stockpile is graded in such a manner as to minimize stormwater run-on and run-off. Residents are permitted to use the wood chips for mulch and therefore, the stockpile is continually depleted and replenished. To prevent wood chips from being deposited into the adjacent roadway and storm sewer system, DPW sweeps loose wood chips from asphalt apron that leads to the stockpile as deemed necessary by inspections.</p>
<p><b>10. Cold Patch Asphalt</b> 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>N/A</p>
<p><b>11. Street Sweepings and Storm Sewer Cleanout Materials</b> 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>N/A</p>

<p><b>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings</b>  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>Lumber is temporarily stockpiled at a location greater than 50 feet from any water body or stormwater structure and the area surrounding the stockpile is graded in such a manner as to minimize stormwater run-on and run-off. The lumber is re-purposed for trail construction within 6 mos of stockpiling.</p>
<p><b>13. Scrap Tires</b>  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>N/A</p>
<p><b>14. Inoperable Vehicles and Equipment</b>  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>N/A</p>

## Form 10 – Training

### Part IV.F.6-10.

<b>Stormwater Program Coordinators</b>
Describe the training provided for the municipal Stormwater Program Coordinator.
The Municipal Stormwater Program Coordinator shall participate in the required NJDEP Training every permit cycle.
David Kreck took the mandatory Stormwater Program Coordinator Training in 2023 and the certification is good until 12/31/2027.

<b>Topic</b>	<b>Municipal Employees</b>
Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos	
Describe the training provided for municipal staff.	
SPPP	<p>The Stormwater Coordinator is responsible for training Municipal Staff on the specifics of the SPPP related duties inherent to the position held by the employee. Training sessions for all Public Works Employees on all topics listed below are held in person on an annual basis.</p> <p>Additional training sessions are provided for new employees and current employees who take on new responsibilities pursuant to the SPPP.</p> <p>To ensure proper maintenance and assist in documentation, the Stormwater Coordinator has prepared a detailed Stormwater Maintenance Manual for DPW Staff to adhere to</p>
Construction Site Stormwater Runoff	<p>Training on this topic has been limited as there have been no private developments within the Borough that have disturbed more than one acre since the initial inception of the SPPP in 2006.</p> <p>Public Infrastructure Projects that disturb more than one acre are inspected daily by the Borough Engineer on a daily basis to ensure compliance with Soil Erosion and Sediment Control Permits and corresponding 5G3 Permits.</p>
Post-Construction Stormwater Management in New and Redevelopment	<p>Training on this topic has been limited as there have been no major developments within the Borough since the initial inception of the SPPP in 2006.</p> <p>The Borough/Board Engineer has completed the mandatory NJDEP Design Review Training</p>
Community-wide Ordinances	DPW Staff are annually trained on all of the Borough's stormwater-related ordinances and are advised to be wary of violations. Any violations are reported to the Police Department for enforcement.
Community-wide Measures	DPW Staff receives annual in-person training on the implementation of the Community-wide Measures of the MS4 Permit. The Stormwater Maintenance Manual provides DPW with detailed instructions for addressing compliance with the various Community Wide Measures, as well as the corresponding Inspection and Maintenance Logs for record keeping purposes

Stormwater Facilities Maintenance	<p>DPW Staff receives annual in-person training on the Maintenance of the Borough Rain Garden which is the only Stormwater Facility owned and operated by the Borough.</p> <p>A Rain Garden Maintenance Manual has been prepared by the Borough Engineer which provides DPW with a detailed inspection and maintenance schedule, including guidance for the implementation of maintenance activities based upon the findings of the required inspections.</p>
Municipal Maintenance Yards and Other Ancillary Operations	<p>DPW Staff receives annual in-person training on the various Best Management Practices and Good Housekeeping Measures which are to be employed at the three (3) existing Municipal Maintenance Yards. The Stormwater Maintenance Manual provides DPW with detailed instructions for addressing compliance with the various Best Management Practices/Good Housekeeping Measures applicable to each Yard, as well as the corresponding Inspection and Maintenance Logs for record keeping purposes.</p>
MS4 Mapping	<p>The Borough Engineer is responsible for preparation of the MS4 Maps and attends the mandatory SPC Training to review the MS4 Mapping requirements.</p> <p>DPW staff who assist in gathering the information needed to complete the MS4 Maps receives annual in-person training on the MS4 Mapping requirements to ensure that the as-built data needed to complete the MS4 Maps is obtained.</p>
Outfall Stream Scouring	<p>DPW Staff receives annual in-person training on how to investigate, identify, evaluate, and document Stream Scouring. The Stormwater Maintenance Manual provides DPW with detailed instructions for addressing compliance with the Outfall Stream Scouring requirements, as well as the corresponding Inspection and Maintenance Logs for record keeping purposes.</p>
Illicit Discharge Detection and Elimination	<p>DPW Staff receives annual in-person training on how to investigate, identify, evaluate, and document potential Illicit Connections. The Stormwater Maintenance Manual provides DPW with detailed instructions for addressing compliance with the Illicit Discharge Detection and Elimination requirements, as well as the corresponding Inspection and Maintenance Logs for record keeping purposes.</p>

<b>Stormwater Management Design Reviewers</b>	
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.	
<p>The Board/Borough Engineer completed the NJDEP Stormwater Management Design Review Training in the Fall of 2022 and shall continue to do so once every 5 years, as required by the MS4 Permit.</p>	
<p>Additional Mandatory Training on Amendments to the NJDEP Stormwater Rules at NJAC 7:8 shall be completed as required and upon notification by NJDEP.</p>	

<b>Municipal Board and Governing Body Members</b>
---

Describe the training provided for members of the planning/zoning board and municipal council.
--

Current Board Members and Governing Body Members whose responsibilities include review and approval of Major Development Applications in the Borough of Wenonah have watched the NJDEP "Asking the Right Questions" Video.

All new members are required to watch the "Asking the Right Questions" Video within 6 months of undertaking their position.

Additional videos are to be viewed in subsequent years by Board Members and Governing Body Members whose responsibilities include review and approval of Major Development Applications are as follows (one per year):

<https://dep.nj.gov/stormwater/stormwater-training/#reviewers-training>

Stormwater Management Rules Applicability  
Stormwater Management Rules Planning  
Stormwater Management Rules Design & Performance  
Stormwater Management Rules Safety  
Stormwater Management Through General Permit for MS4s

<https://melvideos.info/files/MEL-NON-BRANDED/Stormwater-Post-Construction.mp4>

Stormwater: Post Construction Management

<b>Training Records</b>
-------------------------

Indicate the location of training records for the above required training.
--

Training Logs are maintained within the SPPP.

## Form 11 – MS4 Mapping

### Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
<a href="https://boroughofwenonah.com/stormwater-management/">https://boroughofwenonah.com/stormwater-management/</a>	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	33
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	<b>0</b>
c. MS4 interconnections	0
d. MS4 storm drain inlets	183
e. MS4 manholes	unknown
f. Length of conveyance (channels, pipes, ditches, etc.)	unknown
g. MS4 pump stations	0
h. MS4 stormwater facilities (any that are not listed above)	1
i. Maintenance yard(s) and other ancillary operations	3
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>The Borough Engineer meets with DPW Staff on an annual basis to review the Stormwater Maintenance Manual, including identification of new infrastructure or infrastructure that was newly discovered. Based upon the findings, the Borough Engineer performs the required mapping updates.</p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<p>The Borough Engineer, in cooperation with DPW staff, is currently working on the creation of the MS4 Map in AutoCAD Format. To date, all known inlets, outfalls, and surface conveyance systems have been identified and mapped. Approximately 50% of the underground storm piping system has been mapped. Maintenance Yard Boundaries have been mapped.</p> <p>DPW Staff has been instructed to take an inventory of all storm pipes and manholes while performing the catch basin maintenance operations. DPW has been further instructed to measure the lengths of conveyance systems located between outfalls and receiving water bodies while performing the required outfall inspections.</p> <p>Upon collection of all data, the AutoCAD files shall be converted into a GIS Format and submitted to the NJDEP Case Manager prior to the January 1, 2026 deadline.</p>	

## Form 12 – Watershed Improvement Plan

### *Part IV.H.*

<p>1. Describe how your municipality is developing its Watershed Improvement Plan.</p> <p>During implementation of the various BMP's, DPW has been instructed to gather the necessary information needed to complete the Inventory Reporting requirements of Phase I, of the Watershed Improvement Plan.</p> <p>The inventory shall be completed and posted on the Borough Stormwater webpage no later than January 1, 2026</p>
<p>2. Describe any regional projects or collaboration efforts with other municipalities.</p> <p>None to Report at this time</p>
<p>3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.</p> <p>None to report at this time</p>