

# Stormwater Pollution Prevention Plan

*Robbinsville Township*

*Mercer County*

*Permit Number NJG0149004*

*Annual Review Date: August*

*Stormwater Program Coordinator: Nicholas Papasso*

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## Form 1 – Team Members

<b>Stormwater Program Coordinator (SPC)</b>			
Name and Title		Nicholas Papasso, Assistant Township Engineer	
Phone	609-259-3600 x1139	Email	<a href="mailto:npapasso@robbinsville.net">npapasso@robbinsville.net</a>
<b>Individual(s) Responsible for Major Development Project Stormwater Management Review</b>			
Name and Title		Daniel Fryer, Consultant Reviewer	
Phone		Email	<a href="mailto:dfryer@vancleefengineering.com">dfryer@vancleefengineering.com</a>
Name and Title		Carolyn Feigin, Consultant Reviewer	
		Email	<a href="mailto:cfeigin@arh-us.com">cfeigin@arh-us.com</a>
<b>Other Municipal Stormwater Team Members</b>			
Name and Title		Nicholas Papasso, Assistant Township Engineer	
Phone	609-259-3600 x1139	Email	<a href="mailto:npapasso@robbinsville.net">npapasso@robbinsville.net</a>
Name and Title		Chris Rupp, DPW Director	
Phone	609-259-0422 x2101	Email	<a href="mailto:crupp@robbinsville.net">crupp@robbinsville.net</a>
Name and Title		Bruce Gravatt, DPW Foreman	
Phone	609-259-0422 x2102	Email	<a href="mailto:bgravatt@robbinsville.net">bgravatt@robbinsville.net</a>
<b>Shared/Contracted Service Providers</b>			
Provider Name	Service Provided	Term of Service	

## Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
<i>3/2005</i>	<i>All Forms</i>	<i>SP3 Created</i>
<i>8/2022</i>	<i>All Forms</i>	<i>Full Revision of SP3</i>
<i>11/2023</i>	<i>All Forms</i>	<i>Revision of SP3 to 2023 Tier A Permit Format.</i>
<i>01/2025</i>	<i>4, 5, 7-10</i>	<i>Revised per comments by DEP reviewers</i>
<i>01/2026</i>	<i>1-3, 9-12</i>	<i>Updating Information and new SP3 format</i>

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

1. Provide the link to the dedicated stormwater webpage for your municipality.
<a href="https://www.robbinsville-twp.org/departments/engineering/stormwater_management.php">https://www.robbinsville-twp.org/departments/engineering/stormwater_management.php</a>
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
<i>Tianna Thompson, Land Use Coordinator Nicholas Papasso, Assistant Township Engineer</i>
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.
<i>The township typically communicates with the public on stormwater program information and related activities on the Township website and social media profiles. Additionally, information is posted in the newspaper and newsletters are mailed to residents where applicable.</i>
4. Describe the educational activities you conducted last year to earn the required 12 points and provide the dates for those activities.
<p>Category 1-General Public Outreach, <i>Current Points: 4</i></p> <ul style="list-style-type: none"> <li>-Website and Social Media -Stormwater Website (1 Point)</li> <li>-Billboard/Sign (2 Points) - Signs around the lake</li> <li>-Website and Social Media (1 Point) – Post on stormwater pollution using department materials</li> </ul> <p>Category 2-Targeted Audiences Outreach, <i>Current Points: 3</i></p> <ul style="list-style-type: none"> <li>-Ordinance Education (3 Points)- The link for the stormwater compliance page which has a link to the mayor's letter was sent out in the newsfeed.</li> </ul> <p>Category 3-School/Youth Education Activities, <i>Current Points: 3</i></p> <ul style="list-style-type: none"> <li>-Clean-up (3 Points)- Robbinsville Clean up on March 22nd and July 19th, advertised to the high school, over a dozen students attended.</li> </ul> <p>Category 4-Watershed/Regional Collaboration, <i>Current Points: 6</i></p> <ul style="list-style-type: none"> <li>-Green Infrastructure Workshop (3 Points)-Attended the Eighth Annual New Jersey Watershed Conference on February 21st with the theme "Resiliency through Restoration".</li> <li>- Assunpink Watershed Workgroup (3 Points) –Attended meetings and passed resolution in support of Assunpink Watershed Workgroup</li> </ul>

5. Indicate the location of records associated with public education and outreach activities.

*The records associated with these activities are located in the Planning and Zoning offices. These files may be obtained in accordance with the Open Public Records Act (OPRA) request process. This may be done through the Township Clerk's office.*

# Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment

## Part IV.E.

<p style="text-align: center;">1. How does the municipality define “major development”? If it is different from the definition in N.J.A.C. 7:8, explain the difference.</p>
<p><b>MAJOR DEVELOPMENT</b></p> <p><i>(1) An individual development, as well as multiple developments that individually or collectively result in:</i></p> <p><i>(a) The disturbance of one or more acres of land since February 2, 2004;</i></p> <p><i>(b) The creation of 1/4 acre or more of regulated impervious surface since February 2, 2004;</i></p> <p><i>(c) The creation of 1/4 acre or more of regulated motor vehicle surface since March 2, 2021, or the effective date of this section, whichever is earlier; or</i></p> <p><i>(d) A combination of Subsection (1)(b) and (c) above that totals an area of 1/4 acre or more. The same surface shall not be counted twice when determining if the combination area equals 1/4 acre or more.</i></p> <p><i>(2) Major development includes all developments that are part of a common plan of development or sale (for example, phased residential development) that collectively or individually meet any one or more of Subsection (1)(a), (b), (c) or (d) 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</i></p>
<p style="text-align: center;">2. Is the municipality’s stormwater control ordinance (SCO) the same as or more stringent than NJDEP’s model SCO? If more stringent, explain the difference.</p>
<p><i>The NJDEP model SCO was adopted in 2021 without change. The SCO was then amended by Ord. No. 2023-56 in accordance with 2023 rule amendments after receiving approval from the Mercer County Planning Department on 11/20/2023.</i></p>
<p style="text-align: center;">3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).</p>
<p><i>The Township Engineer and/or other certified stormwater design reviewers review the stormwater management design for compliance with the water quality, water quantity, groundwater recharge and green infrastructure design standards as per N.J.A.C. 7:8 and the SCO/RSIS criteria.</i></p> <p><i>If the project is deemed compliant with the SWM rule and Township’s SCO, it is presented to the Land Use Board for approval. Throughout construction, the Township’s Code Officials and Township Engineer inspects the construction sites to ensure that the project is constructed in substantial conformance with the approved site development plans.</i></p> <p><i>The Township Engineer is responsible for designing the stormwater management plans for major development projects undertaken by the Township. These projects are then reviewed by the Land Use Board engineer or other consultant reviewers.</i></p>

<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><i>Yes, Robbinsville Township’s Municipal Stormwater Management Plan and SCO include a mitigation plan, however, no variances have been requested to date. Records will be submitted to NJDEP and the Mercer County Planning Board upon approval. Copies will be kept in the Township Clerk’s office. A report will be sent to the Mercer County Planning Department and NJDEP within 30 days of approving a variance from the MSWMP and SCO.</i></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><i>The original SCO was adopted in 2006. It was revised due to a NJ stormwater rule amendment and was amended in the township codebook on 25 Feb 2021. The SCO has been revised and amended on 11/14/2023 to meet the new rules announced on July 18, 2023.</i></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><i>The original MSWMP was adopted on 10 Jan 1996. It was re-examined and re-adopted on 28 Mar 2005 and 28 Sep 2022.</i></p> <p><i>A re-examination of the MSWMP is conducted as part of the re-examination of the municipal master plan at least every 10 years, or more often as necessary, to reflect changes related to the Township’s stormwater management program.</i></p>



**Form 5 – Ordinances**  
*Part IV.F.1.*

<b>Ordinance</b>	<b>Date Adopted</b>	<b>Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.</b>	<b>Entity Responsible for Enforcement</b>	<b>Fees &amp; Fines</b>
1. Pet Waste	11/01/2023	Yes <a href="https://ecode360.com/WA0755/document/752983532.pdf">https://ecode360.com/WA0755/document/752983532.pdf</a>	Police	General Penalty
2. Wildlife Feeding	11/02/2005	Yes <a href="https://ecode360.com/6354573">https://ecode360.com/6354573</a>	Police	General Penalty
3. Litter Control	11/01/2023	Yes <a href="https://ecode360.com/WA0755/document/752983529.pdf">https://ecode360.com/WA0755/document/752983529.pdf</a>	Police	General Penalty
4. Improper Disposal of Waste	09/15/2006	Yes <a href="https://ecode360.com/6355426">https://ecode360.com/6355426</a>	Police, Code Official	General Penalty
5. Yard Waste	11/01/2023	Yes <a href="https://ecode360.com/WA0755/document/752983533.pdf">https://ecode360.com/WA0755/document/752983533.pdf</a>	Code Official, DPW Staff	General Penalty
6. Private Storm Drain Inlet Retrofitting	02/25/2021	Yes <a href="https://ecode360.com/14627968">https://ecode360.com/14627968</a>	Township Engineer, DPW Staff	Up to \$2000
7. Illicit Connections	11/02/2005	Yes <a href="https://ecode360.com/6355411">https://ecode360.com/6355411</a>	Township Engineer, Code Official	Up to \$500
8. Privately-Owned Salt Storage	11/14/2023	Yes <a href="https://ecode360.com/WA0755/document/752987318.pdf">https://ecode360.com/WA0755/document/752987318.pdf</a>	Zoning Official	General Penalty
9. Tree Removal-Replacement	04/25/2024	Yes <a href="https://ecode360.com/6355263#6355263">https://ecode360.com/6355263#6355263</a>	Township Engineer, Code Official	\$300 Per Tree
<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><i>Robbinsville Township also has a Privately-Owned Refuse Containers/Dumpsters ordinance 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 Official Enforcement Officer when they notice a violation during their normal daily activities.</i></p>				

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

*The records associated with these ordinances are located in the Construction, Planning and Zoning, and the Township Clerk's offices. These files may be obtained in accordance with the Open Public Records Act (OPRA) request process. This may be done through the Township Clerk's office.*

## **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.*

*Robbinsville's current street sweeping program ensures that sweeping is conducted monthly, with a focus on industrial roads and neighborhoods are swept on a rotational basis. Additionally, all municipal roads are swept at least once per year, or more if the budget permits.*

*The Township is restructuring its street sweeping program to align with the 2023 Tier A permit. Segments of paved municipal roads with storm drain inlets will be swept at least three times per year. In addition, all municipal roads will be swept at least once per year, including roads that do not have storm drain inlets. DPW staff will begin trials in 2024 and look to complete street sweeping requirements by dividing the Township into zones that are swept on a rotational basis. This program will be implemented by 01/01/2026.*

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

*The Township utilizes a private contractor to sweep municipally owned roads as part of Robbinsville's street sweeping program. The contractor is required to submit a street sweeping log. The records for street sweeping are kept in the DPW office.*

## 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. *Robbinsville DPW conducts annual inspections of storm drain inlets and open conveyances at which time they inspect the condition of the labels on storm drain inlets. If any labels need to be replaced repairs will be made as needed or will schedule follow up work with the DPW supervisor. These inspections are typically conducted during the summer months and at the end of the fall season.*
- b. *If any privately owned inlets in need of retrofiting are identified by the DPW staff, the responsible entity is notified. All municipally owned inlets are on track to be retrofitted by December 2027.*
- c. *The Township Engineer and other stormwater reviewers check the plans for road projects and major developments to verify that a catch basin or some sort of BMP to capture solids is included with, or downstream of, the affected storm drain inlets.*
- d. *DPW staff perform visual inspections of all municipally owned storm drain inlets annually and make a list of any inlets in need of maintenance. The staff will remove any 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 to return to conduct the cleaning within 1 week. Areas that clog and flood often during storms are inspected more regularly and prior to large, forecasted storms, and cleaned if necessary.*

#### 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. *Each year, we attempt to inspect all municipally owned catch basins and ensure that all catch basins are inspected at least once within the 5-year permit cycle. Areas that clog and flood often during storms are inspected more regularly and prior to large, forecasted storms, and cleaned if necessary. DPW staff conduct a visual inspection. DPW shall inspect at least 20% of catch basins per year. Inspections are routine and conducted throughout the year.*

*b. DPW staff are trained to check for debris collected in the catch basin. All catch basins that are found to contain excessive debris (>50%) are scheduled for clean-out.*

**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.

*Stormwater pipe systems are inspected at the time of catch basin inspection or cleaning. A visual inspection is conducted with a flashlight. As DPW staff drive the roads of the town for various activities they also check the conditions of ditches and swales. If there is noticeable trash or debris interfering with stormwater flow, the staff is required to clean up the debris, preferably immediately, but no later than 1 week. If there is a report of an area of stormwater flooding, the stormwater pipe network is inspected, preferably immediately, but no later than 1 week.*

*Additionally, conveyance systems that are downstream of areas with recent flooding complaints are inspected within 1 week of the complaint. We perform our outfall infrastructure inspections using the Department's Outfall Inspection Form when we inspect those outfalls for Stream Scouring and Illicit Discharges as noted below.*

**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.

*An updated map of stormwater outfalls in the Township has been completed. Robbinsville Township owns 26 stormwater outfalls and inspects at least 20% per year. Outfall inspections are conducted in the fall/winter months, after at least 72 hours of dry weather. DPW and Engineering staff complete the NJDEP outfall inspection form on-site. If stream scouring is noted to occur during stormwater outfall inspection, the appropriate repairs will be made, and a follow up inspection of the site will be made to ensure that scouring has not resumed. Staff will complete the NJDEP stream scouring investigation form. All actions will be documented and stored within the Engineering Department and the Department of Public Works.*

**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.

*An updated map of stormwater outfalls in the Township has been completed. Robbinsville Township owns 26 stormwater outfalls and inspects at least 20% per year. We check for dry weather discharges (72 hours after a rain event), intermittent non-stormwater flow, and*

*discoloration or inappropriate debris (such as toilet paper) in and immediately downstream of the outfall.*

*If necessary, the Township will use the NJDEP Illicit Connection Inspection Report Form, and each report form will be kept with Township SPPP records. Outfall pipes that are found to have a dry weather flow during peak summer months when the groundwater table is also lower, or evidence of an intermittent non-stormwater flow, will be rechecked again in any attempt to locate the illicit connection. If we can locate the illicit connection (and the connection is within Robbinsville Township) we will cite the responsible party for being in violation of our Illicit Connection Ordinance. We will have the collection eliminated as soon as possible. If, after the appropriate amount of investigation, are unable to locate the source of the illicit connection, we will notify the NJDEP Enforcement Inspector and the MS4 Case Manager within one month of the situation to request an extension of the investigation period. If an illicit connection is found to originate from another public entity, Robbinsville Township will report the illicit connection to the Department.*

#### **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.

*Basins – Engineering and DPW staff perform inspections according to maintenance plans that were approved by the township for the major development. If the approved maintenance plan is not available, we use a Township Operation and Maintenance Guide or the Department’s BMP Manual. Updates may be made to the maintenance plan based on the Department’s online guidance and in-person observations of the BMP’s functionality over time. Any trash or debris gets cleaned up on the spot.*

*Manufactured Treatment Devices (MTDs) – DPW staff performs MTD inspections according to the manufacturer’s maintenance plans that were approved by the township for the major development. Maintenance is conducted more frequently as needed if the functionality of the MTD declines. MTD inspections involve removal of the covering to examine the interior of the structure.*

**7. Stormwater Facilities Not Owned or Operated by the Municipality**

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

*The Township maintains a GIS database of the location of each non-municipal stormwater outfall and is working to update the database with new outfalls and other types of MS4 infrastructure.*

*For stormwater basins, the Township has codified a reporting requirement for basins and other stormwater infrastructure not owned by the municipality. For all new privately owned major developments, property owners are required to create and abide by a stormwater O&M manual for MS4 infrastructure, or use the Township O&M guide. These manuals typically include maintenance procedures, inspection checklists, and a site map. The property owner is expected to follow this manual and perform inspections and maintenance as required. Owners are required to submit annual reports including inspection logs and maintenance checklists. These reports are reviewed and if necessary the Township may perform a follow-up inspection.*

*In instances where the owners do not perform the necessary maintenance and the township is notified or made aware of an issue, the township may perform the maintenance and bill the property owner.*

**8. Infrastructure Records**

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

*Logs will be located at the Department of Public Works office (internal operations) and the Engineering Department (outside contractors).*

## Form 8 – Community-wide Measures

### Part IV.F.2.

<p><b>1. Herbicide Application Management</b> Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.</p>
<p><i>Robbinsville Township applies herbicides in limited uses around guiderails and telephone poles. We do most de-vegetation by mowing or clipping and have not experienced erosion because of this practice. Herbicides are not applied within close proximity to inlets and are only used when necessary.</i></p>
<p><b>2. Excess Deicing Material Management</b> Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.</p>
<p><i>Robbinsville Township's DPW staff are trained to shovel up excess salt piles that remain on roadways and parking areas within three days (72 hours) after the storm is over, conditions permitting. The salt is collected in a covered trash bin on the truck and the salt is reused during the next storm.</i></p>
<p><b>3. Roadside Vegetative Waste</b> Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).</p>
<p><i>Robbinsville DPW has an area for residents to drop off Brush and the bins are emptied monthly and brought to Hamilton Ecological Center. All roadside brush and vegetation collected, and/or generated by the DPW during roadside vegetation maintenance activities are brought directly to Hamilton Ecological Center monthly. Staff are trained to keep debris from entering the storm system.</i></p>
<p><b>4. Roadside Erosion Control</b> Describe your program to detect and repair erosion along municipal roadways.</p>
<p><i>If DPW staff or other Township official detects roadside erosion, DPW supervisors and the Township Engineer will coordinate to develop repairs and mitigation as needed. We either plant vegetation or use other methods, 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 for cases where planting will not remedy this issue. Inspections of municipal roads shall occur at least once per year, and any repairs shall be completed as soon as practicable, but no later than 90 days from discovery.</i></p>

**Form 9 – Municipal Maintenance Yards & Other Ancillary Operations**  
*Part IV.F.5.*

*Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates:   1*

<b>1. Site Name and Address</b>	
<i>56 Robbinsville-Allentown Rd, Robbinsville Twp, NJ 08691</i>	
<b>2. Monthly Site Inspections</b>	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
<i>A trained DPW crew member inspects the site in conjunction with monthly fire inspections to ensure that all materials and machinery stored outside are stored in such a way that minimizes exposure to stormwater, ensuring the materials are on impervious surfaces as required, and completely covered. Remedial actions taken during inspection, as well as those that are still needed, are noted in the inspection log. Follow-up actions are scheduled for completion within one week.</i>	
<b>3. Inventory List</b>	
List all materials and machinery that are potentially exposed to stormwater.	
<b>Materials</b>	<b>Machinery/Equipment</b>
<i>Brush (Covered)</i>	<i>Township Vehicles (Backed inside)</i>
<i>Salt (Covered)</i>	<i>Township Equipment</i>
<i>Street Sweepings</i>	
<i>Oil Collection Tanks</i>	



<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><i>N/A</i></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><i>All fueling operations are done at State DOT yards, typically on Voelbel road.</i></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><i>All maintenance is conducted in-house unless it is cost efficient or the job is too difficult for our staff, then we send it out to other vendors. All tires are stored inside and are recycled at end of life.</i></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><i>All Township vehicles are washed offsite.</i></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><i>Salt is stored in a salt barn; pallets of salt are stored inside of the building.</i></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><i>Aggregate material and wood chips are kept in piles until we have a truck load and then brought to an off-site facility to be recycled.</i></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><i>We store cold patch asphalt indoors.</i></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><i>Street sweepings and Catch Basin Clean Out Debris are kept in a pile in the yard where they are contained on an asphalt surface and covered with a tarp. When applicable, sweepings are loaded into a garbage truck and brought to the Transfer Station in Hamilton Township.</i></p>

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

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

*Concrete, asphalt millings, and other construction debris are kept in piles until we have a truck load and then brought to off-site facility to be recycled. We have an area for the residents to drop off Brush and the bins are emptied monthly and brought to Hamilton Ecological Center.*

**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.

*All tires are stored inside and are recycled at the end of life.*

**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.

*Any vehicle that becomes inoperable is either moved inside or securely covered with a tarp.*

**15. Outdoor Refuse and Dumpsters**

Describe your program to ensure that outdoor dumpsters and refuse containers on municipal property are covered and not discharging pollutants to stormwater or surface water.

*Outdoor Refuse containers and Dumpsters are regulated by Robbinsville ordinance 142-35.2. This ordinance requires dumpsters and other refuse containers that are outdoors or exposed to stormwater to be covered at all times and prohibits the spilling, dumping, leaking, or otherwise discharging of liquids, semiliquids or solids from the containers to the municipal separate storm sewer system(s) operated by the Township of Robbinsville and/or the waters of the state so as to protect public health, safety and welfare, and prescribes penalties for the failure to comply. Municipal property is regulated under this ordinance as well.*

## Form 10 – Training

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

<b>Stormwater Program Coordinators</b>
Describe the training provided for the municipal Stormwater Program Coordinator.
<p><i>The Stormwater Program Coordinator (SPC) for Robbinsville Township attends NJDEP training every permit cycle. Training covers the SPC responsibilities, permit conditions, annual reporting, and required submissions and documentation. Our SPC and engineering staff have attended this training.</i></p>

<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><i>Robbinsville Township trains staff whose job duties support the stormwater program. Training on the site-specific details in the SPPP, review MS4 permit requirements, and record-keeping is conducted annually.</i></p>
Construction Site Stormwater Runoff	<p><i>Staff responsible for inspections of major development projects are trained annually on related MS4 permit conditions. Property owners must obtain a 5G3 permit from NJDEP prior to commencement of construction activities and must comply with their approved soil erosion and sediment control plan.</i></p>
Post-Construction Stormwater Management in New and Redevelopment	<p><i>Staff responsible for implementing stormwater permit requirements receive an annual review of the fundamentals of the municipality's postconstruction stormwater management program to address stormwater runoff. Training explains the municipality's definition of major development and the interconnection among the Stormwater Management rules at N.J.A.C. 7:8, the Robbinsville Township SCO, stormwater permit conditions, the Department's BMP Manual, and Guidance Documents.</i></p>
Community-wide Ordinances	<p><i>Staff responsible for approving and/or enforcing stormwater-related ordinances receive annual training on related MS4 permit conditions and review the purpose of each ordinance and what steps to take if violations are reported.</i></p>

Community-wide Measures	<i>Staff responsible for conducting activities associated with communitywide 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 application, de-icing operations, roadside vegetative waste, and roadside erosion control requirements.</i>
Stormwater Facilities Maintenance	<i>Staff responsible for conducting inspections and maintenance of stormwater infrastructure attend annual training for understanding MS4 permit objectives, and NJDEP two-part stormwater management maintenance training. This training details what infrastructure is to be maintained according to manufacturer’s maintenance plans versus infrastructure to be maintained according to the BMP manual. Training also includes how to properly document performed work and inspections. Training addresses municipally owned infrastructure like inlets, catch basins, piped and channelized conveyances, basins, and MTDs.</i>
Municipal Maintenance Yards and Other Ancillary Operations	<i>Staff responsible for conducting activities associated with our municipal maintenance yard and salt yard attend annual training to discuss related MS4 permit conditions, current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.</i>
MS4 Mapping	<i>Engineering staff who prepare and submit our electronic mapping of stormwater infrastructure attend annual training to review the MS4 permit requirements for electronic mapping.</i>
Outfall Stream Scouring	<i>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.</i>
Illicit Discharge Detection and Elimination	<i>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.</i>
Watershed Improvement Plan	<i>Staff responsible for conducting activities associated with the Watershed Improvement Plan attend training discuss related MS4 permit conditions and progress that has been made toward completing each phase of the Watershed Improvement Plan, including mapping for the Watershed Inventory Report and conducting semi-annual public information sessions.</i>

<b>Stormwater Management Design Reviewers</b>
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
<i>Individuals who review and approve stormwater management designs for major developments on behalf of the municipality are required under the MS4 permit to attend the mandatory NJDEP Stormwater Management Design Review course at least once every 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.</i>

<b>Municipal Board and Governing Body Members</b>
Describe the training provided for members of the planning/zoning board and municipal council.
<i>Within 6 months of joining town council or the planning or zoning board, each member is required under the MS4 permit to watch the NJDEP video titled, Asking the Right Questions in Stormwater Review <a href="https://nj.gov/dep/stormwater/asking_the_right_questions.html">https://nj.gov/dep/stormwater/asking_the_right_questions.html</a>.</i>
<i>Each term thereafter, members are required to watch another NJDEP video from the choices provided on the stormwater training webpage: <a href="https://dep.nj.gov/stormwater/stormwater-training/#reviewers-training">https://dep.nj.gov/stormwater/stormwater-training/#reviewers-training</a></i>
<ul style="list-style-type: none"> <li>▪ <i>Stormwater Management Rules Applicability</i></li> <li>▪ <i>Stormwater Management Rules Planning</i></li> <li>▪ <i>Stormwater Management Rules Design &amp; Performance</i></li> <li>▪ <i>Stormwater Management Rules Safety</i></li> <li>▪ <i>Stormwater Management Through General Permit for MS4s</i></li> </ul>

<b>Training Records</b>
Indicate the location of training records for the above required training.
<i>Logs of all training including the type of training, date conducted, attendees and trainers are kept in the Engineering/Planning/Zoning office.</i>

**Form 11 – MS4 Mapping**  
*Part IV.G.1.*

1. Provide a link to the most current MS4 outfall/infrastructure map.	
<a href="https://www.arcgis.com/apps/dashboards/bc82dd96bffe46098d734123c7deab1c">https://www.arcgis.com/apps/dashboards/bc82dd96bffe46098d734123c7deab1c</a>	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	<i>45 (173 mapped)</i>
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	<i>10</i>
c. MS4 interconnections	<i>92 from Robbinsville; 24 into Robbinsville</i>
d. MS4 storm drain inlets	<i>1,831 (2,231 mapped)</i>
e. MS4 manholes	<i>161<sup>1</sup></i>
f. Length of conveyance (channels, pipes, ditches, etc)(Miles)	<i>60.59<sup>2</sup></i>
g. MS4 pump stations	<i>0</i>
h. MS4 stormwater facilities (any that are not listed above)	<i>2</i>
i. Maintenance yard(s) and other ancillary operations	<i>1</i>
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.).	
<i>The Township’s infrastructure map is updated on an ‘as needed’ basis. If any known changes to mapped or un-mapped MS4 infrastructure occur, the map will be updated to reflect these changes. The map will be reviewed annually to ensure it is up to date.</i>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<i>Robbinsville currently has and maintains an outfall map. The Township is currently working to create and populate a new MS4 infrastructure map containing culverts, green infrastructure, MTDs, basins, inlets, pipe networks, and subsurface infiltration/detention systems. In addition, the previously mapped outfalls will be added to this map. The Engineering department will coordinate and work with DPW staff to map these new items.</i>	

1. Number of mapped manholes; actual number of MS4 manholes TBD

2. Length in miles based on map feature length, not survey measurements

## Form 12 – Watershed Improvement Plan

### Part IV.H.

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

*Robbinsville Township has completed phase I of the WIP including all existing data collection and the Watershed Inventory Report, which has been submitted NJDEP and will be posted on our stormwater webpage by 01/31/2026.*

*Using the data gathered for the Phase I report, we will analyze and prepare the phase II Watershed Assessment report, which will identify potential projects for reducing pollution from stormwater runoff. This report will be submitted to NJDEP by 01/01/2027. At this time, the report will be made available for public comment. We will then prepare the Phase III Watershed Improvement Project Report which summarizes proposed projects and costs, address feedback, and set a schedule for the proposed projects, if approved.*

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

*No regional projects or collaboration efforts are proposed at this time. This will be evaluated after the completion of the Watershed Improvement Plan, during Phase II Watershed Assessment Report.*

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.*