

Stormwater Pollution Prevention Plan

Lawrence Township

Mercer County

NJPDES #NJG 0149560

Annual Review Date: December 31, 2023

Stormwater Program Coordinator: James F. Parvesse, PE

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		James F. Parvesse, Municipal Engineer	
Phone	609-844-7087	Email	jparvesse@lawrencetwp.com
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Brenda Kraemer, Assistant Municipal Engineer	
Phone	609-844-7087	Email	bkraemer@lawrencetwp.com
Name and Title			
		Email	
Other Municipal Stormwater Team Members			
Name and Title		Gregory Whitehead, Director of Public Works	
Phone	609-587-1894	Email	gwhitehead@lawrencetwp.com
Name and Title			
Phone		Email	
Name and Title			
Phone		Email	
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
12/31/2023	all	Update to new NJDEP forms

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

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.lawrencetwp.com/departments/engineering-planning-zoning/Stormwater
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
James F. Parvesse, Municipal Engineer
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.
Direct postal mailings with tax bills, Community Day, Township calendar, Township Facebook, and Township website.

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

Part IV.E.

<p>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>Major development is classified as over 4000 sf of impervious surface, over 1000 sf of floor area, 1/4 acre of new impervious coverage or 1 acre of disturbance.</p>
<p>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>The Lawrence Township SCO is the same as the NJDEP model ordinance.</p>
<p>3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).</p>
<p>All new zoning and development applications are reviewed for compliance with the township stormwater ordinance and RSIS as applicable. Engineering reports as well as Environmental Committee reports are provided to the Planning and Zoning Boards as part of the application process. The Zoning Officer, Planning Board and Zoning Board ensure compliance with the required standards prior to issuance of final approval.</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>No</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>Ordinance 1873-06, adopted 2/7/2006 Ordinance 2379-20, adopted 12/15/2020 Ordinance 2399-21, adopted 7/20/2021</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>Adopted 4/18/2005, no revisions.</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	06/15/94	n/a	Health	\$*_
2. Wildlife Feeding	08/03/99	n/a	Health	\$500.00
3. Litter Control	12/15/76	n/a	Health	\$500.00
4. Improper Disposal of Waste	12/06/91	n/a	Health or Public Works	\$500.00
5. Yard Waste	09/18/18, Revised 12/15/20	n/a	Public Works or Health	\$500.00
6. Private Storm Drain Inlet Retrofitting	12/05/09	yes	Engineering	\$500.00
7. Illicit Connections	04/20/05	yes	Engineering or Health	\$*_
8. Privately-Owned Salt Storage	10/17/23	yes	Engineering	\$*_
9. Tree Removal- Replacement	07/01/1997	n/a	Engineering	\$500.00
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.				
n/a				
Indicate the location of records associated with ordinances and related violations and enforcement actions below.				
Records are located in the Department that issued the violation notice. Ordinances are maintained by the Municipal Clerk's office. *Fees and Fines are assessed in accordance with the Administrative Code and vary from \$100-2000.00.				

Form 6 – Street Sweeping

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

1. Provide a written description and/or attach a map outlining the sweeping schedule for the following:

- Segments of municipal roads with storm drain inlets that discharge to surface water (required at least 3 times each year)
- Segments of municipal roads that do not have storm drain inlets but do discharge to surface water (required at least 1 time each year)

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

The Township uses the four zones shown on the map to organize sweeping activities. Each zone is swept monthly. The location map is attached.

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

n/a

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. Metal disks labeled “No Dumping – Drains to Waterway” are installed on top of curb headpiece.
- b. Low profile head pieces have been installed.
- c. All new drain inlets correspond with municipal basins.
- d. Monthly visual inspections, in addition to inspections before and after rain events, are conducted.

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. Basins are inspected monthly as well as before and after rain events.
- b. Any blockage or potential blockage is cleaned.

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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.

Inspections are performed monthly and bi-monthly. Any debris or abundant natural growth is removed. Existing personnel remove debris and cut down any natural growth that prevents the conveyance system from properly functioning. Equipment used ranges from hand tools to gas powered equipment.

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.

Inspections are performed multiple times annually. During and after heavy rains inspections are conducted and stream scouring is addressed. Methods include the placement of natural stone or a gabion system to control scouring. Laborers install stone or gabion cages at the site of scouring manually or with heavy equipment to ensure future scouring is prevented.

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.

Outfall inspections are conducted throughout the year. A visual inspection includes photographs of outfall structures and field inspection to determine if there is dry weather flow. To date, the Township has not detected any illicit connections.

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.

There is no other MS-4 infrastructure under Township jurisdiction that requires inspection. All Township improvements and facilities are routinely monitored for issues that are addressed by either the Public Works or Engineering Departments.

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 requires annual maintenance reports from both commercial and residential property owners to verify compliance with either Operations and Maintenance Manuals or good housekeeping procedures. Letters are sent each January requesting submission of records and/or information. All records are maintained in the Engineering Department.

8. Infrastructure Records

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

Township infrastructure records are maintained in the Public Works Department.

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.

Herbicide is not used adjacent to any waters of the state.

2. Excess Deicing Material Management

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

Municipal personnel collect any excess salt piles and return the material to the stockpile.

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.).

Waste is collected monthly from all municipal roads and properties. Waste is then taken to a municipal state licensed facility operated by the Township for recycling.

4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.
Visual inspections are performed by Municipal personnel, particularly after heavy rains. Any erosion is addressed in a timely fashion using materials needed to stabilize the area.

Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

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

1. Site Name and Address	
Lawrence Township Public Works is located at 240 Bakers Basin Road, Lawrence Township NJ 08648.	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
A monthly site inspection is performed. Areas of potential runoff are monitored for prevention and/or materials cleaned up and disposed. Inspection logs are located at Public Works.	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
fuel	vehicles
oils	Municipal mobile equipment powered by fuel or gas
liquids	
All agents are stored in properly sealed containers.	

<p>4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>	
<p>n/a</p>	
<p>5. Fueling Operations Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.</p>	
<p>All fueling locations are inspected monthly in accordance with the Standard Operating Procedure. All records are located at above address and are maintained by the Public Works Department.</p>	
<p>6. Vehicle/Equipment Maintenance and Repair Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p>	
<p>A monthly inspection of each vehicle is conducted indoors to ensure compliance with the SOP.</p>	
<p>7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>	

Vehicles are washed on as-needed basis and wastewater is discharged per agreement with Ewing Lawrence Sewerage Authority.

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.

Salt is stored in a covered dome with retractable doors. It is not exposed to stormwater.

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.

These materials are not stored onsite. The Township operates an Ecological Facility at 3701 Princeton Pike, which is permitted separately.

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.

There is no storage of cold patch asphalt.

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.

There is no storage of materials. All materials are taken off-site for proper disposal

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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.

There is no storage of material or construction debris. All materials are taken off-site for proper disposal. Wood waste and yard trimmings are directed to the Ecological Facility, which is permitted separately.

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.

There is no storage of scrap tires at the Public Works Facility.

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.

Vehicles are stored on a paved surface. Any vehicle contamination is cleaned and properly disposed.

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
The Municipal Stormwater Program Coordinator attends NJDEP training as required.

Topic	Municipal Employees
Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos	
Describe the training provided for municipal staff.	
SPPP	In person trainings are conducted.
Construction Site Stormwater Runoff	In person trainings are conducted.
Post-Construction Stormwater Management in New and Redevelopment	In person trainings are conducted.
Community-wide Ordinances	In person trainings are conducted.
Community-wide Measures	In person trainings are conducted.

Stormwater Facilities Maintenance	In person trainings are conducted.
Municipal Maintenance Yards and Other Ancillary Operations	In person trainings are conducted.
MS4 Mapping	Consultants are utilized for mapping services.
Outfall Stream Scouring	In person trainings are conducted.
Illicit Discharge Detection and Elimination	In person trainings are conducted.

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.

The individual responsible for plan review and approval attends NJDEP training as required.

Municipal Board and Governing Body Members

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

Municipal Board members and Municipal Council utilize the online training video.

Training Records

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

Training records are maintained in the Engineering Department, Health Department, Police Department and Public Works Department.

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.

<https://www.lawrencetwp.com/media/Departments/EngineeringPlanningZoning/Stormwater/Stormwater%20Outfall%20Map>

2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).

a. MS4 outfalls

b. MS4 ground water discharge points (basins or overland flow infiltration areas)

c. MS4 interconnections

d. MS4 storm drain inlets

e. MS4 manholes

f. Length of conveyance (channels, pipes, ditches, etc.)

g. MS4 pump stations

h. MS4 stormwater facilities (any that are not listed above)

i. Maintenance yard(s) and other ancillary operations

3. Describe how the municipality's outfall/infrastructure map is reviewed and updated to reflect any new or newly identified outfalls, any outfalls that have been closed, a new basin is constructed, ownership of an outfall has changed, etc.).

The map is updated annually to include any new outfall structures for projects recently approved by the Planning or Zoning Board.

4. Describe how the municipality will create and update its MS4 Infrastructure Map.

The Township has retained a consultant to create the MS4 Infrastructure Map.

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
The Watershed Improvement Plan is not in development as of this date.
2. Describe any regional projects or collaboration efforts with other municipalities.
No collaboration efforts are planned as of this date.
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
All records will be maintained by the Engineering Department.