Stormwater Pollution Prevention Plan

Lawrence Township
Mercer County
NJPDES #NJG 0149560
December 31, 2021

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SPPP Form 1 – SPPP Team Members

	Stormwater Program Coordinator (SPC)
Print/Type	James F. Parvesse, Municipal Engineer
Name and Title	
Office Phone #	609-844-7087
and email	jparvesse@lawrencetwp.com
Signature/Date	December 31, 2021
	Individual(s) Responsible for Major Development Project Stormwater Management Review
Print/Type	Brenda Kraemer, Assistant Municipal Engineer
Name and Title	Brenda Kraemer, Assistant Municipal Engineer
Print/Type	
Name and Title	
Print/Type	
Name and Title	
Print/Type	
Name and Title	
Print/Type	
Name and Title	
	<u> </u>
	Other SPPP Team Members
Print/Type	Gregory Whitehead, Director of Public Works
Name and Title	
Print/Type	
Name and Title	
Print/Type	
Name and Title	
Print/Type	
Name and Title	

SPPP Form 2 – Revision History

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.	12/31/2019	JP	all	Update to new NJDEP forms
2.	12/31/2020	JP	3,4,5,6,9, 10,12,20	Updated to incorporate new stormwater ordinance references, website links, education information
3.	12/31/2021	JP	3,4,5,9,10,11,13, 21	Updated to incorporate new stormwater ordinance, website links
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SPPP Form 3 – Public Involvement and Participation Including Public Notice

All records must be available upon request by NJDEP.

1.	Website URL where the Stormwater Pollution Prevention Plan (SPPP) is posted online:	https://www.lawrencetwp.com/departments/engineering-planning-zoning/Stormwater
2.	Date of most current SPPP:	December 31, 2021
3.	Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	https://www.lawrencetwp.com/departments/engineering-planning-zoning/Stormwater
4.	Date of most current MSWMP:	April 7, 2005
5.	Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	https://www.lawrencetwp.com/recent-year-meeting-agendas-minutes#Planning-Board https://www.lawrencetwp.com/recent-year-meeting-agendas-minutes#Zoning-Board-of-Adjustment https://www.lawrencetwp.com/recent-year-meeting-agendas-minutes#Zoning-Board-of-Adjustment

6. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program:

For meetings where public notice is required under the Open Public Meetings Act ("Sunshine Law,"N.J.S.A. 10:4-6 et seq.), Lawrence Township provides public notice in a manner that complies with the requirements of that Act. Also, in regard to the passage of ordinances, Lawrence Township provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-I et seq. In addition, for municipal actions (e.g., adoption of the municipal stormwater management plan) subject to public notice requirements in the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq)., Lawrence Township complies with those requirements.

SPPP Form 4 – Public Education and Outreach

All records must be available upon request by NJDEP.

1. Describe how public education and outreach events are advertised. Include specific websites and/or physical locations where materials are available.

For our annual distribution, a Lawrence Township calendar is available in Municipal Offices and on our website in January. The calendar contains all information from the New Jersey Department of Environmental Protection brochure. All businesses receive this information as an attachment to tax bills.

Our annual event is Community Day, typically held the first Sunday in October. The local environmental commission has a table which contains the New Jersey Department of Environmental Protection brochure and other educational materials.

The Township accrues the required points through a variety of activities including stream cleaning, green infrastructure workshops, ordinance education letters, stormwater information on our website, etc. All activities are prominently posted in the announcements section of the main page of the township website.

2. Describe how businesses and the general public within the municipality are educated about the hazards associated with illicit connections and improper disposal of waste.

There is an annual ordinance education letter that is sent to all property owners with the tax bills. The township website contains additional information about illicit connections and improper disposal of waste. Inquiries and complaints are handled by the Engineering Department, Public Works, and/or the Health Department.

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э.	maicate	wnere	Dublic	education	and	outreach	records are	maintained.

Records are maintained in the Engineering Department and the Department of Public Works.

SPPP Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program

1. How does the municipality define 'major development'?
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.
2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?
No.
3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?
Municipal projects are reviewed by the Stormwater Coordinator to insure compliance with stormwater regulations. In addition, major projects are reviewed by the Mercer County Soil Conservation District, Delaware and Raritan Canal Commission, and NJDEP as appropriate.

	wing major development project applications for compliance Ordinance (SCO) and Residential Site Improvement Standards available.
stormwater ordinance and RSIS as app Committee reports are provided to the	ications are reviewed for compliance with the township blicable. Engineering reports as well as Environmental Planning and Zoning Boards as part of the application process. In a Zoning Board ensure compliance with the required proval.
5. Does the Municipal Stormwater Management Plan include a mitigation plan?	No.
6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?	The Engineering Department maintains stormwater records.

SPPP Form 6 – Ordinances

Ordinance permit cite IV.B.1.b.iii	Date of Adoption	Website URL	Was the DEP model ordinance adopted without change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i	06/15/94	https://www.lawr encetwp.com/med ia/Ordinances/Stor mWater_Ordinanc es/Ordinance%201 392- 94%20Pet%20Was te.pdf	n/a	Health
2. Wildlife Feeding permit cite IV.B5.a.ii	08/03/99	https://www.lawr encetwp.com/me dia/Ordinances/S tormWater_Ordinances/Ordinances/Ordinance e%201584- 99%20Waterfowl %20Feeding.pdf	n/a	Health
3. Litter Control permit cite IV.B5.a.iii	12/15/76	https://www.lawr encetwp.com/me dia/Ordinances/S tormWater_Ordi nances/2307- 18Section3Yard Waste.pdf	n/a	Health
		https://www.lawr encetwp.com/me dia/Ordinances/S tormWater_Ordi nances/2380- 20.pdf		

4. Improper Disposal of Waste permit cite IV.B.5.a.iv	12/06/91	https://www.lawr encetwp.com/me dia/Ordinances/S tormWater_Ordi nances/2307- 18.pdf	n/a	Health or Public Works
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	09/18/18, Revised 12/15/20	https://www.lawr encetwp.com/me dia/Ordinances/S tormWater_Ordi nances/2307- 18Section3Yard Waste.pdf	n/a	Public Works or Health
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	12/05/09	https://www.lawr encetwp.com/me dia/Ordinances/S tormWater Ordi nances/Ordinanc e%202010- 09%20Private%2 0Storm%20Drain .pdf	yes	Engineering
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	02/07/06, Revised 07/20/21	https://www.lawr encetwp.com/me dia/Departments/ EngineeringPlan ningZoning/Stor mwater/Stormwa ter%20Control% 20Ordinance%20 2399-21.pdf	yes	Engineering

8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	04/20/05	https://www.lawr encetwp.com/me dia/Ordinances/S tormWater_Ordi nances/Ordinanc e%201841- 05%20Illicit%20 Connections.pdf	yes	Engineering or Health
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	12/05/09	https://www.lawr encetwp.com/me dia/Ordinances/S tormWater_Ordi nances/Ordinanc e%202009- 09%20Refuse%2 OContainer.pdf	yes	Engineering, Health or Public Works
Indicate the location of record Ordinances are available in th above.				

SPPP Form 7 – Street Sweeping

	Provide a written description or attach a map indicating which streets are swept as required by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.
Ther	re are no shared services. The Township uses the four zones shown on the map to organize
swee	eping activities. Each zone is swept monthly. The location map is attached.
	Provide a written description or attach a map indicating which streets are swept that are NOT required to be swept by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.
	Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.
No.	
	Indicate the location of records, including sweeping dates, areas swept, number of miles swept and total amount of wet tons collected each month. Note which records correspond to sweeping activities beyond what is required by the NJPDES permit, i.e., sweepings of streets within the municipality that are not required by permit to be swept or sweepings of streets outside of the municipality.
	records are maintained by the Department of Public Works.

SPPP Form 8 – Catch Basins and Storm Drain Inlets

Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.
Lawrence Township has implemented an annual catch basin cleaning program to maintain catch basin function and efficiency. The appropriate number of catch basins are inspected once each year. If, at the time of inspection, no sediment, trash or debris is observed in the catch basin, then that catch basin will not be cleaned. Catch basins are inspected yearly, even if they were found to be "clean" the previous year. At the time of cleaning, the catch basins are also inspected for proper function. Maintenance will be scheduled for those catch basins that are in disrepair.
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
No locations were identified in 2021.
3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
Upon notification of an issue, the area is investigated several times during various frequency storms to determine and solve the issue. Upon design, funding is included in the next capital budget.
4. Describe the inspection schedule and maintenance plan for storm drain inlet labels on storm drains that do not have permanent wording cast into the design.
Storm drain labels are inspected by Public Works when catch basins are cleaned, streets are swept, leaves are collected and during the course of routine daily activities. Labels are replaced as necessary.

5. Indicate the location of records of catch basin and storm drain inlet inspections and the wet tons of materials collected during catch basin and storm drain inlet cleanings.

These records are maintained by the Department of Public Works.

SPPP Form 9 – Storm Drain Inlet Retrofitting

	cribe the procedure for ensuring that municipally owned storm drain inlets are ofitted.
	y owned storm drain inlets are retrofitted when the roads are repaved, through the apital Improvement Program.
	cribe the inspection process to verify that appropriate retrofits are completed on icipally owned storm drain inlets.
	inspected by the Engineering Department on an on-going basis and prior to final the contractor.
	cribe the procedure for ensuring that privately owned storm drain inlets are ofitted.
Engineering	elopers and Homeowners Associations are advised of the requirements when the g Department is contacted for approval to pave. If the site has been reviewed by g Board or Zoning Board, the retrofit information is required on the final plans.
	cribe the inspection process to verify that appropriate retrofits are completed on ately owned storm drain inlets.
	s or developments are inspected by the Engineering Department prior to final elease of bonds, issuance of a certificate of approval, etc.

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

Complete separate forms for each municipal yard or ancillary operation location.
Address of municipal yard or ancillary operation: 240 Bakers Basin Road, Lawrence Township NJ 08648
List all materials and machinery located at this location that are exposed to stormwater which could be a source of pollutant in a stormwater discharge: All materials and machinery are stored in the Public Works building.
Raw materials –
Intermediate products –
Final products –
Waste materials –
By-products –
Machinery –
Fuel –
Lubricants –
Solvents –
Detergents related to municipal maintenance yard or ancillary operations –
Other –

For each category below, describe the best management practices in place to ensure compliance with all requirements in permit Attachment E. If the activity in the category is not applicable for this location, indicate where it occurs.

Indicate the location of inspection logs and tracking forms associated with this municipal yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.

1. Fueling Operations

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.

2. Vehicle Maintenance

A monthly inspection of each vehicle is conducted to ensure compliance with the SOP.

3. On-Site Equipment and Vehicle Washing

See permit attachment E for certification and log forms for Underground Storage Tanks.

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

4. Discharge of Stormwater from Secondary Containment

n/a

5. Salt and De-Icing Material Storage and Handling

Lawrence Township constructed a salt storage dome at the Lawrence Township Public Works Facility at 240 Bakers Basin Road. The dome was constructed during the summer months of 2014. It is a rectangular structure 60' by 72' with interior walls 8' high and overall building height of 40'. The dome stores several hundred tons of salt. There is an electric door with manual override to prevent contamination and to protect the infrastructure from birds and insects. The salt dome was constructed by CB Structures, Inc., 202 Orlan Road, New Holland PA, 17557. All salt deliveries are monitored to ensure salt is dumped inside the dome and excess salt is pushed into the dome with a Township front-end loader. The area is then swept by employees and remaining salt is emptied inside the dome for property storage. The salt storage dome is inspected weekly by the Street Supervisor for the following reasons: a) inspect exterior and interior for damage; b) inspect lighting and ventilation fan; c) check for general housekeeping issues after deliveries and loading operations.

All problems are reported to the Director of Public Works and immediate actions are taken to resolve any items related to the weekly inspections of the salt storage facility.

6. Aggregate Material and Construction Debris Storage

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

7. Street Sweepings, Catch Basin Clean Out and Other Material Storage

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

8. Yard Trimmings and Wood Waste Management Sites

Brush, yard waste, leaves and wood waste are taken to the Township Ecological Facility at 3701 Princeton Pike, Lawrence Township NJ 08648

9. Roadside Vegetation Management

Brush and leaves are taken to the Township Ecological Facility. Grass is cut and left in place.

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

A. **Municipal Employee Training:** Stormwater Program Coordinator (SPC) must ensure appropriate staff receive training on topics in the chart below as required due to job duties assigned within three months of commencement of duties and again on the frequency below. Indicate the location of associated training sign in sheets, dates, and agendas or description for each topic.

Topic	Frequency	Title of trainer or office to conduct training
Maintenance Yard Operations (including Ancillary Operations)	Every year	Department of Public Works
2. Stormwater Facility Maintenance	Every year	Department of Public Works
3. SPPP Training & Recordkeeping	Every year	Engineering Department
4. Yard Waste Collection Program	Every 2 years	Department of Public Works
5. Street Sweeping	Every 2 years	Department of Public Works
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Engineering Department
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Engineering Department
8. Waste Disposal Education	Every 2 years	Department of Public Works
9. Municipal Ordinances	Every 2 years	Department of Public Works
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Engineering Department

B. **Municipal Board and Governing Body Members Training:** Required for individuals who review and approve applications for development and redevelopment projects in the municipality. This includes members of the planning and zoning boards, town council, and anyone else who votes on such projects. Training is in the form of online videos, posted at www.nj.gov/dep/stormwater/training.htm.

Within 6 months of commencing duties, watch *Asking the Right Questions in Stormwater Review Training Tool*. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member. The records are maintained in the Planning and Zoning Office.

C. **Stormwater Management Design Reviewer Training:** All design engineers, municipal engineers, and others who review the stormwater management design for development and redevelopment projects on behalf of the municipality must attend the first available class upon assignment as a reviewer and every five years thereafter. The course is a free, two-day training conducted by DEP staff. Training dates and locations are posted at www.nj.gov/dep/stormwater/training.htm. Indicate the location of the DEP certificate of completion for each reviewer. The records are maintained in the Engineering Department.

SPPP Form 12 – Outfall Pipes

1.	Mapping: Attach an image or provide a link to the most current outfall pipe map. Maps shall be updated at the end of each calendar year.
	http://www.lawrencetwp.com/documents/Engineering/StormwaterOutfallMap2021.pdf
	Note that ALL maps must be electronic by 21 Dec 2020 via the DEP's designated electronic
	submission service. For details, see http://www.nj.gov/dep/dwq/msrp_map_aid.htm .
2.	Inspections: Describe the outfall pipe inspection schedule and indicate the location of records of dates, locations, and findings.
	Outfall pipes are inspected in conjunction with new development construction and the Township mapping is updated annually. All outfalls are inspected every five years as required. Records are maintained in Engineering or Public Works.
3.	Stream Scouring: Describe the program in place to detect, investigate and control localized stream scouring from stormwater outfall pipes. Indicate the location of records related to cases of localized stream scouring. Such records must include the contributing source(s) of stormwater, recommended corrective action, and a prioritized list and schedule to remediate scouring cases.
accord	We do not currently have a list of sites that require repairs. All outfall pipes are inspected in lance with requirements.

4. Illicit Discharges: Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfall pipes. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form (www.nj.gov/dep/dwq/tier_a_forms.htm) and
indicate the location of these forms and related illicit discharge records.
Note that Illicit Connection Inspection Report Forms shall be included in the SPPP and submitted to DEP with the annual report.
1
Outfall pipes are inspected to update the mapping and at that time are inspected for dry weather
discharge. If necessary, illicit discharge protocol is followed. Records are maintained in the
Engineering Department.

SPPP Form 13 – Stormwater Facilities Maintenance

Lawrence Township conducts yearly inspections of facilities operated by the Township. These facilities include storm drains and detention basins. These records are maintained by Public
Works.
2. Detail the program in place for ensuring the long-term cleaning, operation and maintenance of each stormwater facility NOT owned or operated by the municipality.
The Township collects maintenance records from private commercial entities and certifications from private residential communities to ensure maintenance of facilities not owned by the Township.
3. Indicate the location(s) of the Stormwater Facilities Inspection and Maintenance Logs listing the type of stormwater facilities inspected, location information, inspection dates, inspector name(s), findings, preventative and corrective maintenance performed.
Records are maintained in the Engineering Department.
Note that maintenance activities must be reported in the annual report and records must be available upon request. DEP maintenance log templates are available at http://www.nj.gov/dep/stormwater/maintenance_guidance.htm (select specific logs from choices listed in the Field Manuals section).
Additional Resources: The NJ Hydrologic Modeling Database contains information and maps of stormwater management basins. To view the database map, see https://hydro.rutgers.edu . To download data in an Excel format, see https://hydro.rutgers.edu/public_data/ .

SPPP Form 14 – Total Maximum Daily Load Information

All records must be available upon request by NJDEP.

1. Using the Total Maximum Daily Load (TMDL) reports provided on www.nj.gov/dep/dwq/msrp-tmdl-rh.htm, list adopted TMDLs for the municipality, parameters addressed, and the affected water bodies that impact the municipality's MS4 program.

Fecal Coliform - 2003: Assunpink Creek, Shabakunk Creek, Little Shabakunk Creek

Fecal Coliform - 2003: Stony Brook

Mercury - 2017: Assunpink Ck (Shipetaukin to Trenton Rd)

Mercury - 2017: Shabakunk Creek WB

Mercury - 2010: Stony Brook (Province Line Rd to 74d46m dam)

Total Phosphorus - 2016: Stony Brook (Rt 206 to Province Line Rd)

Total Phosphorus - 2016: Stony Brook (Province Line Rd to 74d46m dam)

Total Suspended Solids - 2016: Stony Brook (Rt 206 to Province Line Rd)

Total Suspended Solids - 2016: Stony Brook (Province Line Rd to 74d46m dam)

2. Describe how the permittee uses TMDL information to prioritize stormwater facilities maintenance projects and to address specific sources of stormwater pollutants.

Lawrence Township continues to implement various control measures throughout the Township to reduce bacteria loading, eliminate illicit connections, enforce waste ordinances and employ good housekeeping. If inadequate onsite private septic systems are identified, the Township works to evaluate the problems and implement the best solution. No other measures are deemed necessary at this time.

SPPP Form 15 – Optional Measures

1.	Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution.
None.	
TVOIIC.	
2	Has the mampittee adopted a Refuse Container/Dynameter Ordinance?
2.	Has the permittee adopted a Refuse Container/Dumpster Ordinance?
Dumps	ster/Refuse Container Ordinance 2009-09 was adopted 12/05/09.