



Stormwater Pollution Prevention Plan

CITY OF EAST ORANGE

ESSEX COUNTY, NJ

NJPDES # NJG0150916

December 29, 2021

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SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	<i>Todd M. Hay, PE, CME, City Engineer – Appt.</i>
Office Phone # and email	862-214-4966, thay@pennoni.com
Signature/Date	12/29/2021
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	<i>June Zheng, PE, Principal Engineer</i>
Print/Type Name and Title	<i>Todd M. Hay, PE, CME, City Engineer – Appt. – Pennoni Associates, Inc.</i>
Print/Type Name and Title	<i>Dipti Raja, PE, Associate Engineer – Pennoni Associates, Inc.</i>
Print/Type Name and Title	<i>Tiffany Harris-Delaney – Acting Director - Planning Department</i>
Print/Type Name and Title	<i>Gean Charles – Construction Code Official</i>
Other SPPP Team Members	
Print/Type Name and Title	<i>Rupert C. Bell, CPWM, CME, Director of Public Works</i>
Print/Type Name and Title	<i>John Liu, PE, Executive Director – East Orange Water Commission</i>
Print/Type Name and Title	<i>Ryan Linder, Esq. – Corporation Council, City of East Orange</i>
Print/Type Name and Title	<i>Monique Griffith – Director of Health & Human Services Department</i>

SPPP Form 2 – Revision History

All records must be available upon request by NJDEP.

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.	12/30/21	SF	ALL	Revised SPPP to include updated NJDEP forms
2.				
3.				
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20.				

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:	<i>will be posted online</i>
2. Date of most current SPPP:	<i>12/30/21</i>
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	<i>will be posted online</i>
4. Date of most current MSWMP:	<i>12/30/21</i>
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	<i>East Orange DPW Office – upon request</i>
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:	
<p><i>For meetings where public notice is required under the Open Public Meetings Act, N.J.S.A.10:4-6, et seq., City of East Orange provides public notice in a manner that complies with the requirements of that Act. In regard to passage of the ordinances, City of East Orange provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-1 et seq. In addition, for municipal actions subject to public notice requirements in the Municipal Land Use Law, N.J.S.A. 40:55D- 1 et seq., City of East Orange complies with those requirements. In all respects, those statutes require written notice of the activity to be taken by the City be published in a newspaper of general circulation in the community.</i></p>	

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.

City of East Orange will distribute the NJDEP brochure “Solutions to Stormwater Pollution” annually to all City residents and businesses.

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.

City of East Orange will require any storm drain inlets that are installed to comply with the NJDOT design standards. The City will ensure such operation and maintenance for any new development/redevelopment projects on our property by complying with the maintenance requirements in City ordinance. In addition, any storm drain inlets we install /or such projects will comply with the ordinance’s standard for such inlets.

3. Indicate where public education and outreach records are maintained.

East Orange City Hall - 44 City Hall Plaza, East Orange, NJ 07018

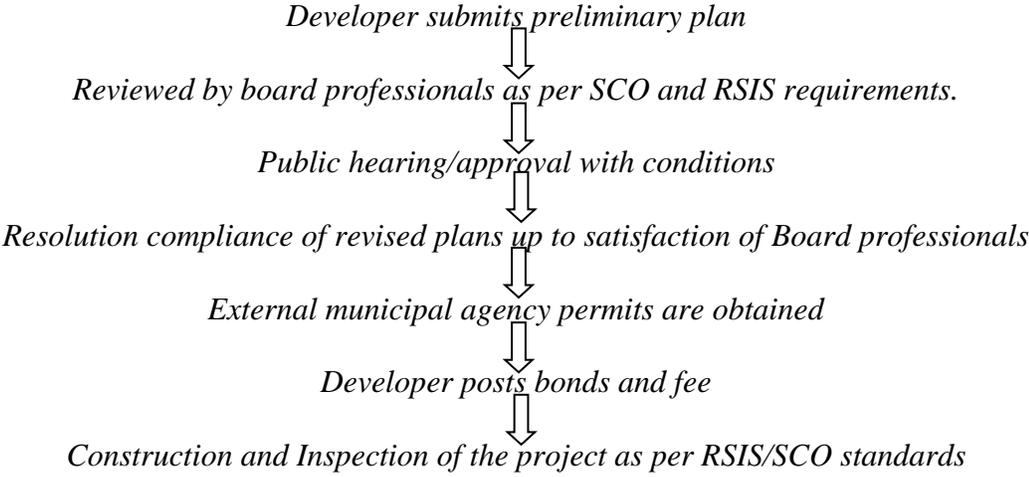
SPPP Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program

All records must be available upon request by NJDEP.

<p>1. How does the municipality define 'major development'?</p>
<p><i>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 one-quarter acre or more of "regulated impervious surface" since February 2, 2004;</i></p> <p><i>C. The creation of one-quarter acre or more of "regulated motor vehicle surface" since March 2, 2021;</i></p> <p><i>D. A combination of 2 and 3 above 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 acre or more.</i></p> <p><i>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 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."</i></p>
<p>2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?</p>
<p><i>City of East Orange ensures that all new residential development and redevelopment projects that are subject to the Residential Site Improvement Standards /or stormwater management (including the NJDEP Stormwater Management Rules, N.J.A.C. 7:8, referenced in those standards) are in compliance with those standards.</i></p>
<p>3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?</p>
<p><i>City of East Orange has adopted a Municipal Stormwater Management Plan and revised the Stormwater Control Ordinance. The ordinance which will be administered by the planning and zoning boards and code enforcement officer, will control stormwater from non-residential development and redevelopment projects.</i></p>

4. Describe the process for reviewing major development project applications for compliance with the Stormwater Control Ordinance (SCO) and Residential Site Improvement Standards (RSIS). Attach a flow chart if available.

Our planning and zoning boards ensure compliance with both SCO and RSIS before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law. More stringent standards are adopted from both ordinances.



5. Does the Municipal Stormwater Management Plan include a mitigation plan?

Yes

6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?

44 City Hall Plaza, East Orange, NJ 07018

SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

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. Prohibited Waste	unknown	https://ecode360.com/EA0647	Unknown	<i>Code Enforcement</i>
2. Litter on unoccupied property	unknown	https://ecode360.com/EA0647	Unknown	<i>Code Enforcement</i>
3. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	unknown	https://ecode360.com/EA0647	Unknown	<i>Code Enforcement</i>
4. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	unknown	https://ecode360.com/EA0647	unknown	<i>Code Enforcement</i>
5. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	unknown	https://ecode360.com/EA0647	unknown	<i>Code Enforcement & Health Department</i>
Indicate the location of records associated with ordinances and related enforcement actions:				
<i>Ordinance records can be obtained from the City Clerk's office and the enforcement records can be obtained from the responsible entity for enforcement.</i>				

SPPP Form 7 – Street Sweeping

All records must be available upon request by NJDEP.

<p>1. 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.</p>
<p><i>City of East Orange sweeps most of the streets regularly every two-three months as permitted by weather and street conditions. The total tonnage and miles are documented annually in the MSRP report.</i></p>
<p>2. 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.</p>
<p>N/A</p>
<p>3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.</p>
<p>N/A</p>
<p>4. 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.</p>
<p><i>Annual street sweeping records with all above mentioned information is submitted to the NJDEP annually along with the MSRP annual report.</i></p>

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

<p>1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.</p>
<p><i>City of East Orange has an annual catch basin cleaning program to maintain catch basin function and efficiency. The catch basins will not be cleaned if there is no evidence of debris or trash in the basin. If the basin is deemed “clean” it will not be cleaned but will be checked the following year during the annual inspection. At the time of inspection, the catch basin will be inspected for proper function. Maintenance will be scheduled for those basins in need of repair.</i></p>
<p>2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.</p>
<p><i>All catch basins will be inspected once a year.</i></p>
<p>3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.</p>
<p><i>The City will respond to the complaints of catch basin “clogging” on a case-by-case basis and clean out debris where identified. Preventative maintenance will be performed on stormwater facilities that are in high risk areas to ensure that they do not begin to fail.</i></p>
<p>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.</p>
<p><i>All catch basins will be inspected once a year. As castings are changed, they are updated with permanent labels.</i></p>
<p>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.</p>
<p><i>East Orange City Hall - 44 City Hall Plaza, East Orange, NJ 07018</i></p>

SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

<p>1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.</p>
<p><i>Annual inspection of all storm drain inlets is performed. When a road is resurfaced, the inlets are retrofitted.</i></p>
<p>2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.</p>
<p><i>At the time of inspection, the catch basin will be inspected for clogging and NJDOT conformance. Retrofitting is required to be performed for non-compliant catch basins.</i></p>
<p>3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.</p>
<p><i>When planning and zoning board application reviews are submitted for approval, existing non-compliant inlets are required to be retrofitted. The applications will be reviewed by City engineer for compliance with NJDOT standards. When a road is resurfaced, the inlets are retrofitted.</i></p>
<p>4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.</p>
<p><i>Prior to issuance of CO for new developments, the storm drains are inspected for compliance with NJDOT standards.</i></p>
<p><i>Municipal inspections for all developments ensure all required retrofits are completed. Before a certificate of occupancy is issued, the City will ensure that private storm drains are properly retrofitted in compliance with City ordinance.</i></p>

SPPP Form 10A – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

Complete separate forms for each municipal yard or ancillary operation location.

Address of municipal yard or ancillary operation:

133 Midland Ave, East Orange, NJ 07017

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:

Raw materials – top soil, dirt soil, fill, mulch, concrete, asphalt, crushed stone, paper, cardboard, trees, shrubs, scrap metal, wood

Intermediate products – N/A

Final Products – N/A

Waste materials – N/A

By products – N/A

Machinery – trash compactor, front end loader

Fuel – N/A

Lubricants – N/A

Solvents – N/A

Detergents related to municipal maintenance yard or ancillary operations – N/A

Other –tires

<p>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.</p> <p>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.</p>
<p>1. Fueling Operations</p>
<p>N/A</p>
<p>2. Vehicle Maintenance</p>
<p>N/A</p>
<p>3. On-Site Equipment and Vehicle Washing</p> <p><i>See permit attachment E for certification and log forms for Underground Storage Tanks.</i></p>
<p>N/A</p>
<p>4. Discharge of Stormwater from Secondary Containment</p>
<p>N/A</p>

5. Salt and De-Icing Material Storage and Handling
N/A
6. Aggregate Material and Construction Debris Storage
<i>133 Midland Ave, East Orange, NJ 07017</i>
7. Street Sweepings, Catch Basin Clean Out and Other Material Storage
<i>133 Midland Ave, East Orange, NJ 07017</i>
8. Yard Trimmings and Wood Waste Management Sites
N/A
9. Roadside Vegetation Management
<i>133 Midland Ave, East Orange, NJ 07017</i>

SPPP Form 10B – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

Complete separate forms for each municipal yard or ancillary operation location.

133 Midland Ave, East Orange, NJ 07017

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:

Raw materials – *salt, de-icing material storage*

Intermediate products – *N/A*

Final Products – *N/A*

Waste materials – *N/A*

By products – *N/A*

Machinery – *N/A*

Fuel – *N/A*

Lubricants – *N/A*

Solvents – *N/A*

Detergents related to municipal maintenance yard or ancillary operations – *N/A*

Other – *N/A*

<p>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.</p> <p>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.</p>
<p>1. Fueling Operations</p>
<p>N/A</p>
<p>2. Vehicle Maintenance</p>
<p>N/A</p>
<p>3. On-Site Equipment and Vehicle Washing</p> <p><i>See permit attachment E for certification and log forms for Underground Storage Tanks.</i></p>
<p>N/A</p>
<p>4. Discharge of Stormwater from Secondary Containment</p>
<p>N/A</p>

5. Salt and De-Icing Material Storage and Handling
<i>133 Midland Ave, East Orange, NJ 07017</i>
6. Aggregate Material and Construction Debris Storage
N/A
7. Street Sweepings, Catch Basin Clean Out and Other Material Storage
N/A
8. Yard Trimmings and Wood Waste Management Sites
N/A
9. Roadside Vegetation Management
N/A

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

<p>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.</p>		
Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	<i>Department of Public Works</i>
2. Stormwater Facility Maintenance	Every year	<i>Department of Public Works & Building Department</i>
3. SPPP Training & Recordkeeping	Every year	<i>Department of Public Works</i>
4. Yard Waste Collection Program	Every 2 years	<i>Department of Public Works</i>
5. Street Sweeping	Every 2 years	<i>Department of Public Works</i>
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 5 years	<i>Department of Public Works</i>
7. Outfall Pipe Stream Scouring Detection and Control	Every 5 years	<i>Department of Public Works</i>
8. Waste Disposal Education	Every 2 years	<i>Department of Public Works</i>
9. Municipal Ordinances	Every 5 years	<i>Clerk's Office</i>
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	<i>Department of Public Works</i>
<p>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.</p> <p>Within 6 months of commencing duties, watch <i>Asking the Right Questions in Stormwater Review Training Tool</i>. 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.</p> <p><i>All information of appointed individuals who approve applications for development and redevelopment projects and who have completed the training is available at the City Hall.</i></p>		

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 City planning and zoning board engineers have completed the required training and maintain their own NJDEP Certificate of Completion Records. The list of individuals can be accessed from

https://www.nj.gov/dep/stormwater/pdf/SWMDR_Reviewers_Training.pdf

SPPP Form 12 – Outfall Pipes

All records must be available upon request by NJDEP.

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.

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

N/A – to be uploaded on the website

2. **Inspections:** Describe the outfall pipe inspection schedule and indicate the location of records of dates, locations, and findings.

All outfalls will be checked during annually.

A log of the inspection records will be maintained at the Municipal Building – 44 City Hall Plaza, East Orange, NJ 07018.

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.

In conjunction with the illicit connection part of SPPP, all of the outfall pipes will be checked for scouring. All sites identified for repairs will be placed on a list. Those repairs that do not need NJDEP permits for those repairs may be done first. Otherwise, repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey in the prioritized order. All repairs will be checked during an annual inspection of the sites to ensure that scouring has not resumed.

A log of all sites with outfall pipe scouring, as well as the dates and methods of corresponding repairs will be maintained at the Municipal Building – 44 City Hall Plaza, East Orange, NJ 07018.

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.

Department of Public Works personnel will conduct an initial physical inspection of outfall pipes during the mapping process (see Form 6). The NJDEP Illicit Connection Inspection Report Form will be utilized during these inspections, and each of these forms will be kept with SPPP records. Outfall pipes that are found to have a dry weather flow or evidence of an intermittent non-stormwater flow will be rechecked for an illicit connection. If it is possible to locate the illicit connection as being within the City, the responsible party will be cited for- being in violation of the Illicit Connection Ordinance and have the connection eliminated immediately. If it is not possible to locate the source of the illicit connection after an investigation, a Closeout Investigation Form will be submitted with the Annual Inspection and Recertification. If an illicit connection is found to originate from another public entity, the City will report the illicit connection to the appropriate entity.

There will be a phone number available, used for reporting spills and illegal dumping, to report any illicit connections. This phone number will be posted on the City’s website Personnel from the building, police and/or public works departments will investigate these reports and/or complaints.

SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

1. Detail the program in place for the long-term cleaning, operation and maintenance of each stormwater facility owned or operated by the municipality.

N/A

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.

Records are maintained and submitted to NJDEP annually for all stormwater basins for major developments. If problems are noted, the responsible authorities are contacted.

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.

City Municipal Building –44 City Hall Plaza, East Orange, NJ 07018

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.

None

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

N/A

SPPP Form 15 – Optional Measures

All records must be available upon request by NJDEP.

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.

The City is reviewing the ordinance to consider implementing installation of seepage pits for stormwater management control and for connections of roof leaders to seepage pit.

2. Has the permittee adopted a Refuse Container/Dumpster Ordinance?

Yes