

# Stormwater Pollution Prevention Plan

CRANBURY TOWNSHIP  
MIDDLESEX COUNTY  
NJPDES: NJG0148482 / PI ID #: 172092



June 23, 2023

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Prepared By:



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## Form 1 – Team Members

<b>Stormwater Program Coordinator (SPC)</b>			
Name and Title		Jerry Thorne, Department of Public Works Superintendent	
Phone	Office: 609-395-0900 x222 Emergency: 732-278-8004	Email	jthorne@cranbury-nj.com
<b>Individual(s) Responsible for Major Development Project Stormwater Management Review</b>			
Name and Title		David Hoder, P.E., Planning and Zoning Board Engineer	
Phone	732-241-4543	Email	dhoder@hoderassociates.com
Name and Title		Thomas R. Decker, P.E., Board Conflict Engineer	
Name and Title		Michael Kaiser, Chairperson, Planning Board	
Name and Title		Merilee Meacock, Chairperson, Zoning Board of Adjustment	
<b>Other Municipal Stormwater Team Members</b>			
Name	Title	Phone	Email
Michael J. Ferrante	Mayor	609-395-0900	<a href="mailto:mferrante@cranbury-nj.com">mferrante@cranbury-nj.com</a>
Thomas R. Decker, P.E. <i>Van Cleef Engineering Associates LLC</i>	Township Engineer	908-359-8291	<a href="mailto:tdecker@vancleefengineering.com">tdecker@vancleefengineering.com</a>
Andrei Alexeev	Township Zoning Official	609-664-3167	<a href="mailto:aalexeev@cranbury-nj.com">aalexeev@cranbury-nj.com</a>
Denise Marabello, CMFO, CCFO	Township Administrator	609-664-3127	<a href="mailto:dmarabello@cranbury-nj.com">dmarabello@cranbury-nj.com</a>
Debra A. Rubin, RMC/CMR	Township Clerk	609-664-3133	<a href="mailto:twpclerk@cranbury-nj.com">twpclerk@cranbury-nj.com</a>
Paul Mullen	Environmental Commission Chair	609-395-0900	<a href="mailto:pmullen@cranbury-nj.com">pmullen@cranbury-nj.com</a>
Elizabeth Leheny, PP <i>Phillips, Preiss, Grygiel, Leheny, Hughes LLC</i>	Planning Board and Zoning Board Professional Planner	201-420-6262	<a href="mailto:eleheny@phillipspreiss.com">eleheny@phillipspreiss.com</a>
Steven P. Goodell <i>Parker McCay</i>	Township Attorney	856-596-8900	<a href="mailto:sgoodell@parkermccay.com">sgoodell@parkermccay.com</a>
<b>Shared/Contracted Service Providers</b>			
Provider Name	Service Provided	Term of Service	
Reilly Sweeping LLC 10 Kresge Rd Fairless Hills, PA 19030	Street sweeping	Annual	

## Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision
2/9/2005		Original Report
5/23/2006		
4/24/2012	2 through 17	Revised to reflect changes in personnel and actions taken by the Township.
11/4/2020	1 through 15	Revised to comply with new NJDEP SPPP form standards and format.
6/23/2023	1 through 12	Revised to comply with 2023 Tier A MS4 Permit requirements and new NJDEP SPPP form standards.

**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.cranburytownship.org/stormwater-management">https://www.cranburytownship.org/stormwater-management</a>
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Office of the Township Clerk
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.
<p>The official newspaper for Cranbury Township is The Trenton Times. All legal notices appear in the official newspaper.</p> <p>For meetings where public notice is required under the Open Public Meetings Act (“Sunshine Law,” N.J.S.A. 10:4-6 et seq.), Cranbury Township provides public notice in a manner that complies with the requirements of that Act. With regard to the passage of ordinances, Cranbury Township provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-1 et seq. In addition, Cranbury Township complies with all requirements 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.).</p> <p>Events and activities are communicated throughout the calendar year via direct mailings, email newsletters, Facebook, and website postings.</p>

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

## Part IV.E.

1. How does the municipality define “major development”? If it is different from the definition in N.J.A.C. 7:8, explain the difference.

### **MAJOR DEVELOPMENT §150-61B**

1. An individual development, as well as multiple developments that individually or collectively result in:
  - a) The disturbance of one or more acres of land since February 2, 2004;
  - b) The creation of 1/4 acre or more of regulated impervious surface since February 2, 2004;
  - 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
  - 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.
2. Major development includes all developments and redevelopments 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.

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.

Cranbury Township’s SCO is more stringent than the model SCO in the following ways:

- Defines “Redevelopment” and requires stormwater management requirements to be applied to redevelopment projects so that quantity, quality and recharge standards are applied to existing impervious surfaces. §150-61B
- Nonstructural stormwater management strategies must be addressed in addition to green infrastructure strategies. §150-61D(5)
- In addition to motor vehicle surfaces, “other at grade surfaces” such as pedestrian surfaces are subject to stormwater runoff quality standards. §150-61D(18)(a)
- On-site storage of the water quality design storm is required. §150-61D(19)(c)
- Inclusion of standards for stormwater collection and conveyance systems. §150-61K
- Inclusion of residential lot standards for surface water runoff control. §150-61M

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

Applications for private development are reviewed by the pertinent review agency (Planning Board and/or Zoning Board of Adjustment) and the Board Engineer to ensure compliance with the municipal

SCO and RSIS. Stormwater management systems for municipal major development projects are designed by the Township Engineer and reviewed by the Board Engineer to ensure compliance with the SCO and RSIS. During construction of municipal and non-municipal development projects, the Township Engineer regularly inspects construction progress to confirm that stormwater improvements meet the standards of the approved site plan and construction details.

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.

No. Specific mitigation projects may be developed and included in future revisions of the MSWMP.

5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.

08/07/1995	Initial Adoption
12/28/1998	Revised, Ordinance O-11-98-25
11/27/2000	Revised, Ordinance O-10-00-33
8/30/2004	Revised, Ordinance 07-04-17
5/22/2006	Revised, Ordinance 04-06-09
12/14/2020	Revised, Ordinance 11-20-12

6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.

July 21, 2005 – Initial Adoption

**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 <a href="https://www.ecode360.com/6667460">https://www.ecode360.com/6667460</a>	9/12/2006	Yes	Health Dept.	\$5-\$50
2. Wildlife Feeding <a href="https://www.ecode360.com/6664212">https://www.ecode360.com/6664212</a>	7/10/2006	Yes	Police Dept.	Per §1-15
3. Litter Control <a href="https://www.ecode360.com/6663934">https://www.ecode360.com/6663934</a>	3/8/2005	Special events sponsors are required to remove litter following an event	Police Dept.	Per N.J.S.A. 13:1E-99.3
4. Improper Disposal of Waste <a href="https://ecode360.com/6664609">https://ecode360.com/6664609</a>	7/10/2006	Yes	Police Dept.	Per §1-15
5. Yard Waste <a href="https://ecode360.com/14590594">https://ecode360.com/14590594</a>	11/1/2007	Yes	Public Works Dept.	<\$500
6. Private Storm Drain Inlet Retrofitting <a href="https://ecode360.com/36938628">https://ecode360.com/36938628</a>	2/25/2013	Township Engineer to issue a permit for proposed work	Police Dept., Township Engineer	Min. \$100
7. Illicit Connections <a href="https://www.ecode360.com/6664594">https://www.ecode360.com/6664594</a>	7/10/2006	Yes	Police Dept., Public Works Dept.	Per §1-15
8. Refuse Container/ Dumpster Ordinance <a href="https://ecode360.com/27200865">https://ecode360.com/27200865</a>	3/11/2013, amended 1/28/2019	Adds definition of "covered;" extra conditions for placement on public roadway	Zoning Official	Min. \$100
9. Privately-Owned Salt Storage	<i>To be adopted in 2023 Model ordinance under development by NJDEP</i>			
10. Tree Removal- Replacement	<i>To be adopted in 2023 Model ordinance under development by NJDEP</i>			
<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>				
60-5 – Operation on Brainerd Lake – Motor- and powerboats prohibited <a href="https://ecode360.com/6662871">https://ecode360.com/6662871</a>		Adopted 9/12/2005		
Chapter 87 – Flood Damage Prevention <a href="https://ecode360.com/6663282">https://ecode360.com/6663282</a>		Adopted 6/28/1982 Amended 7/12/2022		
Chapter 88 – Flood Fringe Areas <a href="https://ecode360.com/6663423">https://ecode360.com/6663423</a>		Adopted 8/26/1985		

Chapter 98 – Landfill <a href="https://ecode360.com/6663909">https://ecode360.com/6663909</a>	Adopted 6/23/1958 Amended 4/28/1980
Chapter 132 – Sump Pump Discharge <a href="https://ecode360.com/6664633">https://ecode360.com/6664633</a>	Adopted 11/25/2019 Amended 8/9/2021
<b>Indicate the location of records associated with ordinances and related violations and enforcement actions below.</b>	
<p>Ordinance records are located in the Office of the Township Clerk, 23-A N Main St, Cranbury NJ 08512</p> <p>Records of violations and enforcement are kept at the office of the applicable enforcement agency.</p>	

## Form 6 – Street Sweeping

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

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

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

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

A municipality-wide street sweeping takes place annually during the month of May.

In addition, three roadways within Cranbury Township meet the criteria for monthly sweeping under the MS4 permit effective January 1, 2018: **Liberty Way, Security Drive, and Corporate Drive**. These roadways are swept once per month under a contract with a private street sweeping company.

The street sweeping program will change based on the MS4 permit that became effective January 1, 2023. The program requirements are described in the heading above. This program is under development and will be implemented by January 1, 2026 (EDPA + 36 months).

The total material collected under the municipal street sweeping program is reported in the Annual Report and Certification.

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

Roadways are swept under a contract with a private street sweeping company, Reilly Sweeping LLC, 10 Kresge Road, Fairless Hills PA 19030.

**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. Municipal inlets without permanent wording cast into the design have been labeled with either a durable medallion or painted stencil on the inlet or adjacent curb. These labels are inspected annually during regular DPW operations. Medallions and/or stencils are replaced by the DPW crew if found to be missing or illegible.
- b. Municipal storm drain inlets are retrofit during municipal, county, and state road resurfacing or reconstruction activities. A municipal inlet retrofitting program will be conducted from 2024 through 2027 to ensure all inlets are replaced or retrofit by January 1, 2028 per updated permit requirements.  
Private storm drain inlet retrofitting required by the Township’s “Private Storm Drain Inlet Retrofitting” ordinance and is the responsibility of the private owner. The DPW monitors private paving and repair activities to ensure adjacent inlet structures are retrofit according to permit requirements. Annual maintenance and repair reports are reviewed by the Township Engineer, and non-compliant inlets are identified for follow-up retrofitting.
- c. New municipal inlets are designed by the Township Engineer to conform with current permit requirements for catch basins/BMPs.  
Proposed private inlets are reviewed during plan development by the Board Engineer for permit compliance. Construction is monitored by the Township Engineer to ensure plan conformance.
- d. All municipal storm drain inlets are inspected at least annually by DPW staff. Areas subject to frequent flooding or stormwater backups are inspected more frequently. Debris and material found to be clogging an inlet is removed by DPW staff and properly disposed. Residents are encouraged to monitor inlets adjacent to their property and clear debris as needed.

**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. Catch basins are inspected and cleaned annually.
- b. If the catch basin contains debris such as leaves and sediment, the debris is removed by hand or with our leaf vacuum truck. An estimate is made of the volume of debris removed for record-keeping purposes, and then the debris is properly disposed by the Public Works Department after testing and hauled to the landfill.

### **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.

Roadside ditches and swales are monitored by DPW staff while out conducting regular Township maintenance. Trash and excessive debris is removed immediately.

Stormwater pipes are cleaned by a contractor using a vacuum truck during adjacent road improvement projects. Storm sewer backups and clogs are investigated as soon as they are noted and/or reported. If the clog is determined to be caused by debris within a pipe, the pipe is cleaned within three weeks by the DPW or an independent contractor.

Particular locations identified as sustaining more frequent debris accumulation or clogging (as noted by DPW staff or reported by residents) are monitored more regularly.

### **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.

There are 23 outfalls in the Township. Each outfall is inspected at least once every five years. Typically, more frequent (annual) inspections are conducted. The inspection includes evaluation of the pipe condition, bank stability, and identification of any localized stream scouring caused by the outfall. Photographs are taken if possible.

The department's Outfall Inspection Form is utilized for municipal outfall inspections and recordkeeping.

If stream scouring is identified, remedial action is taken as soon as possible, and within 12 months. The Department's Stream Scouring Investigation Recordkeeping Form is utilized for each incidence of stream scouring identified. The Township Engineer is consulted regarding appropriate repair and remediation methods. Stream scouring restoration is made in accordance with the following:

- Standards for Soil Erosion and Sediment Control in New Jersey.
- Requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13.
- Requirements in accordance with N.J.A.C. 7:8.
- Township Stormwater Control Ordinance.
- Residential Site Improvement Standards.

If a previously unidentified outfall is located, it is immediately inspected. The MS4 infrastructure map is updated accordingly within the same calendar year.

Records under this category are maintained by the Department of Public Works and shared with the Township Engineer.

### **5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination**

Describe the program in place for conducting visual dry weather inspections of municipally

owned or operated outfalls. Include a description of the equipment and techniques used. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form from the Department's main stormwater webpage.

There are 23 outfalls in the Township. Each outfall is inspected at least once every five years. The illicit connection inspection is conducted during a dry weather period (72 hours following a rain event). If evidence of dry-weather flow is found, the upstream source is investigated. If an illicit connection is identified, the entity responsible for the source is notified of its violation per Ordinance 130-19 through 130-23, and ordered to remove the illicit connection. The Township Engineer is notified if needed. If the source cannot be identified, the NJDEP Enforcement Inspector and MS4 case manager are notified.

### **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.

Detention Basins (4 locations) – Mowing and snow removal is conducted as required. On a quarterly basis, maintenance and cleaning activities are performed at trash racks, outlet structures, and low flow channels. Repairs to structural components are made as needed.

Rain Garden (Village Park) – The overflow outlet pipe is inspected annually. Trash and debris are removed and adjacent grass is mowed during routine maintenance activities in the park. Plants are inspected at least once during the summer growing season and replaced as needed.

Bioretention Basin (Public Library) – Trash and debris are removed and adjacent grass is mowed during routine maintenance activities in the park. Plants are inspected at least once during the summer growing season and replaced as needed. Roof leader connections are inspected annually. If standing water is noted more than 72 hours following a storm event, an additional inspection is performed and/or the Township Engineer is notified.

### **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.

Private stormwater facility owners are notified by U.S. mail in October each year of their annual maintenance and reporting obligations. Annual reporting is due to the Township Engineer no later than December 31 of each calendar year. Reporting should include the following information at minimum: (1) Facility type and location; (2) Facility inspection date(s); (3) Date(s) and description of maintenance activities performed; and (4) Date(s) and description of any repairs made. The private stormwater facility owners are required to maintain the stormwater facilities in accordance with the long-term maintenance plan approved during site plan review, and/or practices described in the BMP Manual. NJDEP inspection forms may be utilized for reporting purposes.

**8. Infrastructure Records**

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

Records are kept at the Department of Public Works office, and shared with the Township Engineer.

## 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>The Township does not utilize herbicides for management of vegetation.</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>Within one day (24 hours) of a storm event where de-icing is required on municipal roadways, the DPW crew surveys salted routes and shovels up excess salt piles that remain. The excess salt is reused if possible; otherwise it is properly disposed. The DPW staff are trained to minimize deposits of excess salt during de-icing operations.</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><u>Wood Waste</u>: Residential and municipally-generated wood waste is chipped curbside by the DPW crew and disposed of at a local nursery. <u>Yard Trimmings</u>: The DPW performs roadside grass trimming using mowers that mulch the clippings back onto the grassed areas. Grass trimmings are not blown or deposited into storm drain inlets or other stormwater facilities.</p>
<p><b>4. Roadside Erosion Control</b> Describe your program to detect and repair erosion along municipal roadways.</p>
<p>During its routine maintenance activities, the DPW crew inspect the roadside for signs of erosion and sedimentation. All roadside areas are evaluated at least once per year. If erosion is detected that can be remediated by planting or re-establishing vegetation, the DPW makes the repair within 90 days. If more extensive repairs are required, such as installation of rip rap, the Township Engineer is notified.</p>

# Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

## Part IV.F.5.

*Indicate the number of yards/sites the municipality owns or operates: One (1)*

<b>1. Site Name and Address</b>		
100 Dey Road, Cranbury, NJ 08512		
<b>2. Monthly Site Inspections</b>		
Describe the nature of inspections conducted at this site and the location of inspection logs.		
<p>At least once monthly, the DPW Supervisor or designated trained DPW staff member inspects all aspects of the maintenance yard. The inspector ensures that stormwater protection measures are in place, including but not limited to: fuel tanks are secure and not leaking; machinery stored outside is not leaking substances; materials stored outside are completely covered and tarps are in good condition; containers and dumpsters are covered; secondary containment structures are properly secured. Inspection logs are kept on site at the DPW yard, and copies are provided annually to the Township Engineer.</p>		
<b>3. Inventory List</b>		
List all materials and machinery that are potentially exposed to stormwater.		
<b>Materials Stored Outside</b>	<b>Machinery/Equipment</b>	<b>Quantity</b>
Stone aggregate (tarped)	Large dump trucks	3
Catch basin cleanings (tarped)	Small dump trucks	9
Catch basin blocks (tarped)	Wood chippers	2
Cold patch (tarped)	Leaf vacuums	2
Fuel (secondary containment tanks)	Air compressor	1
	Pickup trucks	2
	Backhoe	1
	Loaders	2
	Lawnmowers	5
	Misc. weed wackers, chainsaws, hedge trimmers, etc.	
<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>There are two (2) tanks protected by secondary containment at the DPW yard:</p> <ul style="list-style-type: none"> <li>1 – Diesel Tank (2,000 gallons)</li> <li>1 – Gasoline Tank (2,000 gallons)</li> </ul> <p>No stormwater discharge is required.</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>Two above ground tanks (2,000 gallon capacity each) contain gasoline and diesel for fueling of DPW equipment. Fueling locations are inspected once per month. Repairs are made to any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair. Signs are posted at fueling stations to stay in view of the fueling nozzle and prevent fuel tank top off. Fueling systems have drip pans under the hose connections to prevent fuel runoff if a leak occurs. Spill kits are kept on site in case of an emergency. Trained DPW staff oversee all bulk fuel deliveries. The Township is in the process of securing quotes to replace both tanks and pumps.</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>No, vehicle/equipment maintenance and repair is not performed on-site. The Township outsources these responsibilities to a local vehicle service center.</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>Yes, vehicles and equipment are washed on-site. Wash wastewater discharges through an oil separator to the sanitary sewer system for proper treatment. This measure was implemented in 2011. The oil separator is inspected two (2) times per year and is emptied and cleaned as needed. Care is taken so that wash wastewater does not discharge to storm sewer inlets.</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>De-icing salt is stored in a permanent structure at the maintenance yard. Inspections for spilled and tracked salt are conducted immediately after loading and unloading activities. The storage area is swept and kept clean using dry cleaning methods.</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>Two loads of stone are stored onsite under tarps. Mulch and wood chips are not processed or stored onsite (playground mulch is ordered and used immediately). No leaf compost is processed or stored onsite.</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>Cold patch asphalt is stored onsite. It is stored on a paved surface and is covered by a tarp. The Township is installing containment berms to contain the pile on all sides.</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>Material collected during street sweeping is disposed of properly by the Public Works Department. Material collected during catch basin cleanout is stored temporarily (no more than six months) at the DPW yard in piles on a paved surface and is covered by a tarp. The Township is installing containment berms to contain the pile on all sides. The materials are tested and disposed of along with street sweeping material.</p>
<p><b>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings</b> Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No construction debris demolition waste, wood waste, or yard trimmings are stored onsite.</p>
<p><b>13. Scrap Tires</b> Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>No tires are stored on site.</p>
<p><b>14. Inoperable Vehicles and Equipment</b> Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.</p>

Inoperable equipment is stored outside waiting for auction and have drip pans underneath if leaking fluids. The drip pans are monitored monthly. All temporarily stored inoperable vehicles have intact bodies and exteriors capable of preventing stormwater from contacting internal parts.

## Form 10 – Training

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

<b>Stormwater Program Coordinators</b>
Describe the training provided for the municipal Stormwater Program Coordinator (SPC).
<p>The municipal SPC works closely with the Township Engineer to ensure permit compliance is achieved.</p> <p>When the permit-required SPC training webinars hosted by NJDEP become available, both the SPC and the Township Engineer will complete this training at least once per permit cycle.</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>At least once per year, the Township Engineer provides SPPP training for municipal staff via e-learning and/or in-person meetings. This training typically occurs when the SPPP is updated, at the time of MSRP annual report preparation, and throughout the year if specific questions or issues arise.</p> <p>Intensive training occurs with every new MS4 permit cycle. The Township Engineer reviews new permit requirements and changes to existing permit requirements. The Township Engineer distributes a comprehensive summary to the municipal SPC, Township Administrator, Clerk, Public Works Superintendent, Governing Body Members, Board Members, and Board Professionals. The Township Engineer meets with a subcommittee to review implementation measures and schedules.</p>
Construction Site Stormwater Runoff	<p>The Township Engineer, and designated inspectors from their office, perform construction inspection for development (major and otherwise) in Cranbury Township. These individuals are trained by the Township Engineer regarding Soil Conservation District standards, soil erosion and sediment control methods, non-compliance reporting, and the need for NJDEP 5G3 permit authorization.</p>
Post-Construction Stormwater Management in New and Redevelopment	<p>The Department of Public Works Superintendent provides annual in-person and video-based training to DPW staff regarding <u>construction, maintenance and operation of municipal stormwater management facilities</u>. Webinars are available from NJDEP and NJMEL:  <a href="https://njmel.org/mel-safety-institute/webinars/">https://njmel.org/mel-safety-institute/webinars/</a></p> <p>The Township Engineer provides annual e-learning training to municipal administration staff regarding <u>submission of reports for maintenance and repair of stormwater management facilities on private property</u>.</p>

Community-wide Ordinances	Municipal departments responsible for enforcement of each community-wide ordinance provide training to pertinent staff. A review of enforcement and violations issued is conducted annually in conjunction with the Township Engineer.
Community-wide Measures	The Department of Public Works Superintendent provides annual in-person and video-based training to DPW staff regarding <u><i>pollution prevention and good housekeeping measures related to street sweeping, storm drain inlets, herbicide application, de-icing operations, roadside vegetative waste, and roadside erosion control requirements</i></u> . Webinars are available from NJDEP and NJMEL: <a href="https://dep.nj.gov/stormwater/stormwater-training/#dpw-training">https://dep.nj.gov/stormwater/stormwater-training/#dpw-training</a> <a href="https://njmel.org/mel-safety-institute/webinars/">https://njmel.org/mel-safety-institute/webinars/</a>
Stormwater Facilities Maintenance	The Department of Public Works Superintendent provides annual in-person and video-based training to DPW staff regarding <u><i>inspection, maintenance and repair of municipal stormwater infrastructure</i></u> . The required inspection frequency is reviewed, as well as facility-specific information for various types of stormwater facilities present in the Township. Webinars are available from NJDEP and NJMEL: <a href="https://dep.nj.gov/stormwater/stormwater-training/#dpw-training">https://dep.nj.gov/stormwater/stormwater-training/#dpw-training</a> <a href="https://njmel.org/mel-safety-institute/webinars/">https://njmel.org/mel-safety-institute/webinars/</a>
Municipal Maintenance Yards and Other Ancillary Operations	The Department of Public Works Superintendent provides annual in-person training to DPW staff regarding <u><i>maintenance and operation at the Township DPW yard</i></u> . The required inspection frequency is reviewed, as well as BMP measures taken at the DPW yard to implement MS4 permit requirements.
MS4 Mapping	The Township Engineer (Van Cleef Engineering Associates), ensures that its staff receives appropriate training to develop the Township MS4 Infrastructure Map according to permit requirements. These requirements are thoroughly reviewed with each permit cycle.
Outfall Stream Scouring	The Department of Public Works Superintendent provides annual in-person and video-based training to DPW staff regarding <u><i>scour at municipal outfalls</i></u> . The outfall location map is reviewed. Webinars are available from NJDEP and NJMEL: <a href="https://dep.nj.gov/stormwater/stormwater-training/#dpw-training">https://dep.nj.gov/stormwater/stormwater-training/#dpw-training</a> <a href="https://njmel.org/mel-safety-institute/webinars/">https://njmel.org/mel-safety-institute/webinars/</a>

<p>Illicit Discharge Detection and Elimination</p>	<p>The Department of Public Works Superintendent provides annual in-person and video-based training to DPW staff regarding <i>detection and elimination of illicit discharge</i>. Webinars are available from NJDEP and NJMEL:  <a href="https://dep.nj.gov/stormwater/stormwater-training/#dpw-training">https://dep.nj.gov/stormwater/stormwater-training/#dpw-training</a>  <a href="https://njmel.org/mel-safety-institute/webinars/">https://njmel.org/mel-safety-institute/webinars/</a></p>
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<b>Stormwater Management Design Reviewers</b>
<p>Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.</p>
<p>Per MS4 permit requirements, individuals who review and approve stormwater management designs for major development on behalf of the municipality are required to attend the NJDEP Stormwater Management Design Review (SWMDR) course at least once every five (5) years. These individuals also must take NJDEP training following amendments to the stormwater management rules at N.J.A.C. 7:8.</p> <p>The Planning Board Engineer, Zoning Board Engineer, Board Conflict Engineer and Township Engineer comply with the training requirements listed above.</p>

<b>Municipal Board and Governing Body Members</b>
<p>Describe the training provided for members of the planning/zoning board and municipal council.</p>
<p>Per MS4 permit requirements, municipal Board and Governing Body members who review and approve applications for development and redevelopment projects must complete the training listed below. This includes Planning Board Members, Zoning Board Members, and Committee Members who serve as liaisons to the Boards.</p> <p>Initial Training: “Asking the Right Questions in Stormwater Review Training Tool”  <a href="https://nj.gov/dep/stormwater/arg/">https://nj.gov/dep/stormwater/arg/</a></p> <p>Once per term of service thereafter, review at least one of the following training tools accessed from the following link: <a href="https://dep.nj.gov/stormwater/stormwater-training/#reviewers-training">https://dep.nj.gov/stormwater/stormwater-training/#reviewers-training</a></p> <ul style="list-style-type: none"> <li>• Stormwater Management Rules Applicability</li> <li>• Stormwater Management Rules Planning</li> <li>• Stormwater Management Rules Design &amp; Performance</li> <li>• Stormwater Management Rules Safety</li> <li>• Stormwater Management Through General Permit for MS4s</li> </ul>

<b>Training Records</b>
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Indicate the location of training records for the above required training.
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Records of training are located at the offices of the Department of Public Works, Municipal Clerk, and Planning/Zoning Board Secretary. Copies of logs are also provided to the Township Engineer.
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# Form 11 – MS4 Mapping

## Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
<p style="text-align: center;"><a href="https://www.cranburytownship.org/stormwater-management/files/stormwater-outflow-map">https://www.cranburytownship.org/stormwater-management/files/stormwater-outflow-map</a></p>	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	23
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	<i>TBD</i>
c. MS4 interconnections	<i>TBD</i>
d. MS4 storm drain inlets	520
e. MS4 manholes	<i>TBD</i>
f. Length of conveyance (channels, pipes, ditches, etc.)	<i>TBD</i>
g. MS4 pump stations	0
h. MS4 stormwater facilities (any that are not listed above)	6
i. Maintenance yard(s) and other ancillary operations	1
3. Describe how the municipality’s outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).	
<p>The existing Outfall Map is reviewed annually by the Township Engineer and updated if, during the past calendar year, new municipal outfalls were constructed or identified. If new information is added to the map, the new data is submitted to the Township’s MS4 Case Manager.</p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<p>The comprehensive MS4 Infrastructure Map is under development. The Township Engineer is coordinating with the DPW and other municipal leaders to systematically inventory all MS4 components.</p> <p>Once fully developed, the map will be reviewed annually by the Township Engineer. If/when new municipal MS4 structures are identified or modified, the DPW Superintendent will notify the Township Engineer. The Township Engineer also monitors new construction in the Township and will inventory any new MS4 infrastructure installations. The Township Engineer will coordinate all necessary updates to the MS4 Infrastructure Map. New data will be submitted to the Township’s MS4 Case Manager.</p>	

## Form 12 – Watershed Improvement Plan

### Part IV.H.

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

The Township is beginning the inventory phase of the Watershed Improvement Plan (WIP). The Township Engineer is leading the effort to identify and geolocate the following:

- Drainage areas and receiving waterbodies for all outfalls
- Water quality classification for receiving waterbodies
- Up-to-date TMDL and water quality impairment areas
- Impervious areas
- Location, ownership and type of private SWM facilities

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

The Township's Environmental Commission consults regularly with the Watershed Institute to understand and achieve local goals and initiatives regarding water quality maintenance within the regional Millstone River watershed. The Township anticipates that this collaboration will continue to build regional efforts to improve the local watershed.

3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.

All meeting notices, agendas, minutes and other public records are kept in the office of the Municipal Clerk.