



BOROUGH OF CARTERET  
Memorial Municipal Building  
61 Cooke Avenue  
Carteret, New Jersey 07008

Tier A GENERAL PERMIT  
NJDEP General Permit No. NJG0152544  
Program Interest ID #171628

# MS4 STORMWATER POLLUTION PREVENTION PLAN (SPPP) UPDATE

July 2005  
REVISED September 2025

PREPARED BY:



1800 Route 34, Suite 101  
Wall, NJ 07719

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| <b>SPPP Form 1 – Team Members</b>   |  |  |                           |
|---|--|--|---------------------------|
| <b>Stormwater Program Coordinator (SPC)</b>   |  |  |                           |
| Name and Title  |  | John P. DuPont, PE, CME, Director of Engineering |                           |
| Phone   | 732-541-3847   | Email  | dupontj@carteret.net      |
| <b>Individual(s) Responsible for Major Development Project Stormwater Management Review</b> |  |  |                           |
| Name and Title  |  | John P. DuPont, PE, CME, Director of Engineer    |                           |
| Phone   | 732-541-3847   | Email  | dupontj@carteret.net      |
| Name and Title  |  |  |                           |
|   |  | Email  |                           |
| <b>Other Municipal Stormwater Team Members</b>  |  |  |                           |
| Name and Title  |  | Carmela Pogorzelski, Municipal Clerk             |                           |
| Phone   | 732-541-3800   | Email  | pogorzelskic@carteret.net |
| Name and Title  |  | Osvaldo Torres, Streets and Roads Supervisor     |                           |
| Phone   | 732-541-3881   | Email  | torreso@carteret.net      |
| Name and Title  |  |  |                           |
| Phone   |  | Email  |                           |
| <b>Shared/Contracted Service Providers</b>  |  |  |                           |
| Provider Name   | Service Provided   | Term of Service                                  |                           |
| French & Parrello Associates  | Surveying, Engineering & GIS Mapping Services                      | As Needed  |                           |
| National Water Main & Cleaning Company  | Sanitary and Storm Sewer Cleaning and Closed-Circuit TV Inspection | Annually   |                           |
|   |  |  |                           |

## SPPP Form 2 – Revision History

|     | Revision Date  | SPPP Form Changed | Reason for Revision<br>(Updates to staff, policy, webpage, etc.) |
|-----|----------------|-------------------|--|
| 1.  | December 2009  | All               | Updates and minor revisions                                      |
| 2.  | September 2020 | 1                 | Staff Update and minor revisions                                 |
| 3.  | May 2022       | All               | Updates and minor revisions                                      |
| 4.  | September 2023 | All               | 2023 Permit Renewal  |
| 5.  | September 2025 | 3, 4, 6, 10, 11   | Updates and minor revisions                                      |
| 6.  |                |                   |  |
| 7.  |                |                   |  |
| 8.  |                |                   |  |
| 9.  |                |                   |  |
| 10. |                |                   |  |
| 11. |                |                   |  |
| 12. |                |                   |  |
| 13. |                |                   |  |
| 14. |                |                   |  |
| 15. |                |                   |  |

## SPPP 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.carteret.net/stormwater-management/">https://www.carteret.net/stormwater-management/</a> |
| 2. List the name and title of person(s) responsible for stormwater webpage postings/updates  | John P. Dupont, PE, CME, Director of Engineering  |
| 3. <i>List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.</i>  |   |
| <p><i>The Borough of Carteret provides public notice of meetings as required by the Open Public Meetings Act (“Sunshine Law,” N.J.S.A. 10:4-6 et seq.) and as required by N.J.S.A. 40:49-1 et. Seq. for the passage of ordinances. The Borough has also provided public notice for municipal actions taken, such as the adoption of the stormwater management plan, as outlined by the Municipal Land Use Law (N.J.S.A. 40:55D-1 et. Seq.). Written Notice is provided in The Home News Tribune, The Star Ledger and posted on the bulletin board and on the doors of the Memorial Municipal Building.</i></p> <p><i>The Borough provides public education and information through tax bill mailings, information on the Borough’s website. Additionally, the Borough provides information during Carteret Festivals and other Community Events.</i></p> |   |
| 4. <i>Describe the educational activities you conducted last calendar year to earn the required 12 points and provide dates of those activities.</i>   |   |
| <p><i>Social media post on Borough’s Facebook, X, and Instagram pages – Category 1, <b>3 points</b></i></p> <p><i>Newspaper ad published in the Carteret Press – Category 1, <b>1 point</b></i></p> <p><i>24” x 36” poster sign posted in the municipal building – Category 1, <b>2 points</b></i></p> <p><i>Stormwater Display at the Borough’s annual Earth Day Celebration – Category 2, <b>1 point</b></i></p> <p><i>Mailing Campaign with the “feeding wildlife” and “illicit connections” flyers – Category 2, <b>2 points</b></i></p> <p><i>Ordinance Education – Category 2, <b>3 points</b></i></p> <p><i>Community Activity (Earth Day Litter Clean-up) – Category 4, <b>3 points</b></i></p>  |   |
| 5. <i>Indicate the location of records associated with public education and outreach activities.</i>   |   |
| <p><i>Public education and outreach activity records are kept in the Borough Clerk’s office.</i></p>   |   |



# SPPP 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.

*The Borough has the same definition as the NJAC 7:8.*

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.

*The Borough follows the same standards as the NJDEP’s Model SCO.*

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

*The Borough has adopted its Municipal Stormwater Management Plan and Stormwater Control Ordinance. The Borough’s Engineer reviews the application in accordance with N.J.A.C. 7:8, the Borough’s SCO, and RSIS. The application is then reviewed by the appropriate board.*

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.*

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

*Initial Adoption September 21, 2006 – Ord. 06-49*

*Amended February 18, 2021 – Ord. 21 -01*

*Amended August 22, 2024 – Ord. 24-15*

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

*The original MSWMP was adopted in July 2005. It was re-examined and adopted in May, 2022.*

# SPPP Form 5 - Ordinances

## Part IV.F.1

| Ordinance | Date Adopted | Was the DEP model adopted without | Entity Responsible for Enforcement | Fees & Fines |
|-----------|--------------|-----------------------------------|------------------------------------|--------------|
|           |              |                                   |                                    |              |

## SPPP Form 6 – Street Sweeping

1. Provide a written description and/or attach a map outlining the sweeping schedule for the following:
  - Segments of municipal roads with storm drain inlets that discharge to surface water (required at least 3 times each year)
  - Segments of municipal roads that do not have storm drain inlets but do discharge to surface water (required at least 1 time each year)

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

*The Borough has implemented and will continue a year-round street sweeping program which sweeps roads on a weekly basis, weather permitting. Street cleaning schedule can be found in section 222-28 of the Borough Code.*

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

*Sweeping is done by the Borough of Carteret.*

**SPPP Form 7 – MS4 Infrastructure (1 of 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. *During inspection, inspector will either create a work order for a label to be installed on the inlet or will install a label.*
- b. *During reconstruction of roads, milling and paving of roadways or reconstruction of inlets, the borough retrofits inlets using Campbell Foundry's 6" Type N-ECO curb piece or approved equal. Municipal owned storm drain inlet retrofits are inspected by the Borough Engineer during final inspection of a road project before project closeout.*  
  
*The Borough's Ordinance requires that when an owner of a private storm drain repaves, repairs, reconstructs, or resurfaces or alters their facilities, the owner is required to retrofit the private inlet. Construction Code Official ensures that Private Storm Drain inlets are retrofitted as part of the permit issuance process.*
- c. *As part of the Planning Board/Board of Adjustment review process, all storm drainage is reviewed against N.J.A.C. 7:8 and the SCO for compliance with Solids and floatable materials controls standards. During the construction phase, the Borough Engineer's inspector will ensure the correct grates are being installed.*
- d. *All municipally owned storm drain inlets are inspected at least once per year by the DPW and cleaned as necessary. Inlets within flood prone areas are inspected before, during and after each significant rainfall event.*

**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 annually and before/after significant rain events.*
- b. *Catch basins are cleaned when the amount of collected debris affects the flow capacity of the storm system.*

## SPPP Form 7 – MS4 Infrastructure (2 of 3)

### 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.

*MS4 conveyance systems inspected by the Borough's DPW annually and before/after significant rainfall and in flood prone areas. Debris is removed by hand and disposed of in accordance with applicable regulations. The Borough's DPW uses a Borough owned jet vac truck to clean debris within the inlets. The Borough uses an outside vendor to jet clean the sewer lines, and tv the lines to ensure the MS4 conveyance system functions properly.*

### 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.

*The Borough Engineer uses NJDEP's Stream Scouring Investigation Recordkeeping Form to investigate and assess stream scouring from outfalls. Each outfall is inspected once every five (5) years to document the condition of the pipe, headwall, flared end section and any bank or discharge area erosion. Due to the locations of a majority of the outfalls discharge point, no scouring is typically noted.*

*Outfall pipes showing signs of scouring are reported to the Borough Engineer for evaluation and prioritization for repair and repaired in accordance with the Standard for Soil Erosion and Sediment Control in New Jersey and requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13. Repairs not requiring NJDEP Permits are addressed first.*

*All repairs are then given an annual inspection to determine if further mitigation of scouring will be required.*

### 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.

*The Borough Engineer's Office conducts illicit connection inspections of each outfall during the MS4 Outfall mapping process. They utilize the DEP provided Illicit Connection Inspection Report Form to conduct the inspections and file the forms with the SPPP Plan. Outfalls that are found to have dry weather flow or evidence of an intermittent non-stormwater flow are re-inspected.*

*If an illicit connection has been identified and located, the responsible party would be cited for being in violation of the Borough's Illicit Connection Ordinance and the connection would be required to be removed. If after three (3) investigation attempts, an illicit connection had not been found, a closeout investigation form would be prepared and submitted along with the Borough Annual Inspection and recertification Report. Illicit Connections found to originate from another public entity would be reported by the Borough to the affected entity and the DEP.*

## SPPP Form 7 – MS4 Infrastructure (3 of 3)

### 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.

*The Borough maintains a small stormwater pump station, tide gates, and one detention basin. Visual inspections, cleaning and monitoring of the facilities are done on a daily basis to ensure the systems are functioning properly.*

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

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

*The Borough requires that the owners of stormwater facilities submit annually, the reports and cleaning records for their systems. The Borough mails letters to all the owners of known privately owned and operated stormwater facilities requesting copies of inspection reports to be submitted. Should the owner fail to submit a report, the Borough calls the owner and may even visit the site. All new stormwater facilities for Planning Board and Board of Adjustment approved developments are required to submit an Operation and Maintenance Manual.*

### 8. Infrastructure Records

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

*Memorial Municipal Building  
61 Cooke Avenue  
Carteret, New Jersey 07008*

## SPPP Form 8 – Community-Wide Measures

### 1. Herbicide Application Management

Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.

*Not applicable. The Borough does not use herbicide to manage vegetation. Borough outsources herbicide treatment of park facilities through a licensed vendor.*

### 2. Excess Deicing Material Management

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

*DPW supervisors inspect all salt applications after storm events and direct removal of any excess deicing material within 24-hrs after application.*

### 3. Roadside Vegetative Waste

Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).

*The Borough takes yard trimmings and wood waste generated by municipal roads and on municipal properties to the Borough DPW yard and deposits it into a dedicated dumpster. The Borough is typically notified to pickup brush by residents or through DPW weekly monitoring of roadways.*

### 4. Roadside Erosion Control

Describe your program to detect and repair erosion along municipal roadways.

*All roads within the Borough are curbed. Any erosion along roadways will be monitored through weekly inspection of roadways.*

## SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 1) (1 of 3 Sheets)

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: 3

### 1. Site Name and Address

The Borough of Carteret DPW Facility  
 339 Roosevelt Ave  
 Carteret, NJ 07008

### 2. Monthly Site Inspections

Describe the nature of inspections conducted at this site and the location of inspection logs.

*Fueling areas and tanks are inspected weekly during the refilling process. General visual inspections and cleaning are done daily within the facility to ensure no spillage of debris and liquids occurs. The vehicle garage is regularly cleaned and inspected daily. Logs for this facility can be on site.*

### 3. Inventory List

List all materials and machinery that are potentially exposed to stormwater.

| Material   | Machinery/Equipment  |
|--|--|
| <i>Paver stone</i>                                     | <i>Spill Kit</i>   |
| <i>Bioxide Tank-3187 Gal. Capacity – Double Walled</i> | <i>20 yd, 30 yd, and 40 yd dumpsters dedicated for various waste</i> |
| <i>Waste Tank – 500 gal – Double walled</i>            | <i>Generator</i>   |
| <i>Pallets</i>   | <i>Snowplows</i>   |
| <i>Diesel and Gas Tank</i>                             | <i>Township Vehicles</i>   |
| <i>Spill Kit</i>                                       | <i>Employee Vehicles</i>   |
| <i>Jersey Barrier</i>                                  | <i>Trailer</i>   |
| <i>Drums</i>   | <i>Small Vibratory Roller</i>  |
| <i>Brush</i>   | <i>Front Loader</i>  |
| <i>Yard Trimmings</i>                                  | <i>Shipment Container</i>  |
| <i>Metal Waste</i>                                     |  |
| <i>Decking and Railing Material</i>                    |  |

## SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 1) (2 of 3 Sheets)

### 4. Discharge of Stormwater from Secondary Containment

Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.

*The Gas and Diesel area is depressed and curbed for stormwater containment. An inspection of accumulated stormwater is conducted to determine if stormwater has been contaminated. If it cannot be determined by reason that the stormwater in the secondary containment is uncontaminated, the stormwater is hauled off-site for proper disposal. Brush, Yard Trimmings, and Metal Waste are placed in a three-sided storage bays to minimize run-off. The area in front of the storage bays is swept clean during any loading or unloading of material.*

### 5. Fueling Operations

Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.

*Fueling occurs on site. The fuel tank is a double walled container in a depressed curbed area. A spill kit is available for the immediate cleanup of any fuel spills. The staff is trained yearly during bulk transfer of the fuel, spill prevention and fuel cleanup. In case of a major spill, the tank states "In case of spill call 732-541-8000".*

### 6. Vehicle/Equipment Maintenance and Repair

Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.

*Vehicle and Equipment Maintenance and Repair is done in the Borough's Garage. No repairs or maintenance operations are conducted outside.*

### 7. Wash Wastewater Containment

Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.

*Washing of vehicles is done off-site. Car washing is done at Conoco (Private) car wash facility.*

### 8. Salt and Other Granular De-icing Materials

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

*No. Salt Shed is in different yard. (Site 2)*

## SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 1) (3 of 3 Sheets)

**9. Aggregate Material, Wood Chips, and Finished Leaf Compost**

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

*No.*

**10. Cold Patch Asphalt**

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

*No.*

**11. Street Sweepings and Storm Sewer Cleanout Materials**

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

*Yes. These materials are stored in a three-sided bin with an impervious bottom and the front of the bin is cleaned out during loading and unloading of materials.*

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

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

*Yes. These items are stored in dedicated dumpsters and in three-sided bins with an impervious bottom.*

**13. Scrap Tires**

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

*Yes. Scrap Tires are stored in a dedicated covered dumpster.*

**14. Inoperable Vehicles and Equipment**

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

*No.*

## SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 2) (1 of 3 Sheets)

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: 3

### 1. Site Name and Address

Salt Shed  
 Randolph Street

### 2. Monthly Site Inspections

Describe the nature of inspections conducted at this site and the location of inspection logs.

Inoperable vehicles area is inspected for fluid leaks. Salt Shed area is swept as needed. Millings are placed in a cone shape storage. Logs are stored at the Borough of Carteret DPW Facility:  
 339 Roosevelt Ave  
 Carteret, NJ 07008

### 3. Inventory List

List all materials and machinery that are potentially exposed to stormwater.

| Material                  | Machinery/Equipment        |
|---------------------------|----------------------------|
| <i>Paver stone</i>        | <i>Inoperable vehicles</i> |
| <i>Picnic table kits</i>  | <i>Front Loader</i>        |
| <i>Salt</i>               | <i>Night Light Pro II</i>  |
| <i>Jersey Barriers</i>    | <i>Snowplows</i>           |
| <i>Inlet Grates</i>       |                            |
| <i>Tree Grates</i>        |                            |
| <i>Speed Bumps</i>        |                            |
| <i>Chain Link fencing</i> |                            |
|                           |                            |
|                           |                            |
|                           |                            |
|                           |                            |

## SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 2) (2 of 3 Sheets)

**4. Discharge of Stormwater from Secondary Containment**

Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.

*No outdoor storage of secondary containment at this site.*

**5. Fueling Operations**

Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.

*No. Fueling occurs at "Site 1", DPW Facility.*

**6. Vehicle/Equipment Maintenance and Repair**

Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.

*No. Repairs occur at "Site 1", DPW Facility.*

**7. Wash Wastewater Containment**

Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.

*Washing of vehicles is done off-site. Car washing is done at Conoco (Private) car wash facility.*

**8. Salt and Other Granular De-icing Materials**

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

*Salt is stored in a permanent storage shed. During unloading and loading processes, area is swept to reduce tracking of excess material.*

## SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 2) (3 of 3 Sheets)

**9. Aggregate Material, Wood Chips, and Finished Leaf Compost**

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

No.

**10. Cold Patch Asphalt**

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

No.

**11. Street Sweepings and Storm Sewer Cleanout Materials**

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

No.

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

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

No.

**13. Scrap Tires**

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

No.

**14. Inoperable Vehicles and Equipment**

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

*Yes. Vehicles that are leaking and/or damaged are tarped and any leaking vehicle have a drip pan placed under the vehicles. Leaking Vehicles drip pans are inspected semi-weekly to remove any leaking fluid and empty the pan.*

## SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 3) (1 of 3 Sheets)

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: 3

### 1. Site Name and Address

*John Street Soccer Park Recreation Yard  
 41 Lefferts Street*

### 2. Monthly Site Inspections

Describe the nature of inspections conducted at this site and the location of inspection logs.

Logs are stored at the Borough of Carteret DPW Facility  
 339 Roosevelt Ave  
 Carteret, NJ 07008

### 3. Inventory List

List all materials and machinery that are potentially exposed to stormwater.

| Material                         | Machinery/Equipment      |
|----------------------------------|--------------------------|
| <i>Trash Receptacles</i>         | <i>Storage container</i> |
| <i>Chain Link fence Material</i> | <i>Chipper</i>           |
| <i>Timber Railing</i>            | <i>Front Loader</i>      |
| <i>Chain Link fence</i>          | <i>Snowplows</i>         |
| <i>Jersey Barrier</i>            |                          |
|                                  |                          |
|                                  |                          |
|                                  |                          |
|                                  |                          |
|                                  |                          |
|                                  |                          |
|                                  |                          |
|                                  |                          |

## SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 3) (2 of 3 Sheets)

|   |
|---|
| <p><b>4. Discharge of Stormwater from Secondary Containment</b><br/>                 Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>   |
| <p><i>No outdoor storage of secondary containment at this site.</i></p>   |
| <p><b>5. Fueling Operations</b><br/>                 Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.</p>  |
| <p><i>No.</i></p>   |
| <p><b>6. Vehicle/Equipment Maintenance and Repair</b><br/>                 Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p>  |
| <p><i>None.</i></p>   |
| <p><b>7. Wash Wastewater Containment</b><br/>                 Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p> |
| <p><i>Washing of vehicles is done off-site. Car washing is done at Conoco (Private) car wash facility.</i></p>  |
| <p><b>8. Salt and Other Granular De-icing Materials</b><br/>                 Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>                                      |
| <p><i>No.</i></p>   |

## SPPP Form 9 – Municipal Maintenance Yards & Other Ancillary Operations (Site 3) (3 of 3 Sheets)

|  |
|--|
| <p><b>9. Aggregate Material, Wood Chips, and Finished Leaf Compost</b></p> <p>Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>          |
| <p><i>No.</i></p>  |
| <p><b>10. Cold Patch Asphalt</b></p> <p>Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>  |
| <p><i>No.</i></p>  |
| <p><b>11. Street Sweepings and Storm Sewer Cleanout Materials</b></p> <p>Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>               |
| <p><i>No.</i></p>  |
| <p><b>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings</b></p> <p>Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p> |
| <p><i>No.</i></p>  |
| <p><b>13. Scrap Tires</b></p> <p>Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>   |
| <p><i>No.</i></p>  |
| <p><b>14. Inoperable Vehicles and Equipment</b></p> <p>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>  |
| <p><i>No.</i></p>  |

## SPPP Form 10 – Training (Sheet 1 of 2)

### Stormwater Program Coordinators

Describe the training provided for the municipal Stormwater Program Coordinator.

*The Stormwater Program Coordinator (SPC) for Storm Township attends NJDEP training every permit cycle. Training covers the SPC responsibilities, permit conditions, annual reporting, and required submissions and documentation.*

| Topic  | Municipal Employees   |
|--|---|
| Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos |   |
| Describe the training provided for municipal staff                                     |   |
| <b>SPPP</b>  | <i>At least once per year the SPC provides training to municipal staff whose job duties support the stormwater program via video and in-person training. This and all these training modules listed below are also recorded and made available for informational purposes for staff to re-review certain material presented, and for any absent or new staff, or staff that takes on new responsibilities prior to the next training session.</i> |
| <b>Construction Site Stormwater Runoff</b>   | <i>Borough inspectors observe all project construction activities. Borough inspectors review the approved Soil Erosion and Sediment Control Plans and notify the Borough Engineer of any potential violations. Inspectors are given video training.</i>   |
| <b>Post-Construction Stormwater Management in New and Redevelopment</b>                | <i>The SPC provides video training for personnel on the construction and operation of municipal stormwater management facilities. Training explains the municipality’s definition of major development and the requirements thereof.</i>  |
| <b>Community-wide Ordinances</b>   | <i>Staff who are responsible for enforcing stormwater-related ordinance receive annual training on the purpose and what steps to take if a violation is reported.</i>   |
| <b>Community-wide Measures</b>   | <i>At least once per year the SPC provides training to municipal staff on SPPP requirements via videos and field training.</i>  |
| <b>Stormwater Facilities Maintenance</b>   | <i>At least once per year the SPC provides training to municipal staff on SPPP requirements via field training.</i>   |
| <b>Municipal Maintenance Yards and Other Ancillary Operations</b>                      | <i>Staff responsible for conducting activities associated with our municipal maintenance yard and salt yard attend annual training to discuss related MS4 permit conditions, current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.</i>   |
| <b>MS4 Mapping</b>   | <i>The contractors from French &amp; Parrello who prepare and submit our electronic mapping of stormwater infrastructure attend annual training to review the MS4 permit requirements for electronic mapping.</i>   |

| <b>SPPP Form 10 – Training (Sheet 2 of 2)</b>      |  |
|--|--|
| <b>Outfall Stream Scouring</b>                     | <i>Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of stream scouring as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.</i>   |
| <b>Illicit Discharge Detection and Elimination</b> | <i>Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of illicit discharge as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.</i> |
| <b>Watershed Improvement Plan</b>                  | <i>Staff responsible for developing the Watershed Improvement Plan attend annual training to discuss progress that has been made toward completing each phase of the Watershed Improvement Plan, including mapping for the Watershed Inventory Report and conducting semi-annual public information sessions.</i>  |

| <b>Stormwater Management Design Reviewer</b>   |
|--|
| Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.                 |
| <i>The Borough Engineer / Director of Engineering attends the Stormwater Management Design Review Course as required by the NJDEP.</i> |

| <b>Municipal Board of Governing Body Members</b>  |
|---|
| Describe the training provided for members of the planning/zoning board and municipal council.  |
| <i>Within six (6) months of joining Borough Council or the Planning or Zoning board, each member is required under the MS4 permit to watch the NJDEP video titled, Asking the Right Questions in Stormwater Review <a href="https://nj.gov/dep/stormwater/asking_the_right_questions.html">https://nj.gov/dep/stormwater/asking_the_right_questions.html</a>.</i> |
| <i>Each term thereafter, members are required to watch another NJDEP video from the choices under Post-Construction Stormwater Management provided on the stormwater training webpage: <a href="https://nj.gov/dep/stormwater/training.htm">https://nj.gov/dep/stormwater/training.htm</a></i>  |

| <b>Training Records</b>   |
|---|
| Indicate the location of training records for the above required training.  |
| <i>Logs of all training including the type of training, date conducted, attendees and trainers are kept in the SPPP Report, which is located at the Memorial Municipal Building with the Director of Engineering.</i> |

| <b>SPPP Form 11 – MS4 Mapping</b>  |            |
|--|------------|
| <b>1. Provide a link to the most current MS4 outfall/ infrastructure map</b>   |            |
| <a href="https://www.carteret.net/wp-content/uploads/2024/12/Carteret-MS4-Stormwater-Infrastructure-Map-2024.pdf">https://www.carteret.net/wp-content/uploads/2024/12/Carteret-MS4-Stormwater-Infrastructure-Map-2024.pdf</a>  |            |
| <b>2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).</b>  |            |
| a. MS4 outfalls  | 20         |
| b. MS4 ground water discharge points (basins or overland flow infiltration areas)  | 16         |
| c. MS4 interconnections  | 10         |
| d. MS4 storm drain inlets  | 1413       |
| e. MS4 manholes  | 604        |
| f. Length of conveyance (channels, pipes, ditches, etc.)   | 197,463 LF |
| g. MS4 pump stations   | 2          |
| h. MS4 stormwater facilities (any that are not listed above)   | 1          |
| i. Maintenance yard(s) and other ancillary operations  | 3          |
| <b>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.)</b>   |            |
| <i>The Director of Engineering and the Superintendent go over project where a modification to the stormwater system has occurred on an ongoing basis. Infrastructure changes are noted for future modification to the MS4 Mapping.</i>   |            |
| <b>4. Describe how the municipality will create and update its MS4 Infrastructure Map.</b>   |            |
| <i>We plan to continue working with our consulting engineer, French &amp; Parrello Associates, to update the MS4 Infrastructure Map. Their staff will work with our DPW staff to locate and map all stormwater infrastructure around town until all infrastructure is mapped. French and Parrello staff will then convert all data into Shape files and submit to our MS4 Case Manager before the mapping deadline of 01 Jan 2026.</i> |            |

## SPPP Form 12 – Watershed Improvement Plan

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

*The Borough is currently under phase 1 of developing its Watershed Improvement Plan. The first step will be to prepare a Watershed Inventory Report. This will include an updated MS4 Mapping System.*

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

*No current regional projects or collaboration efforts with other municipalities.*

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

*Borough of Carteret's Clerk Office and on Borough's website.*