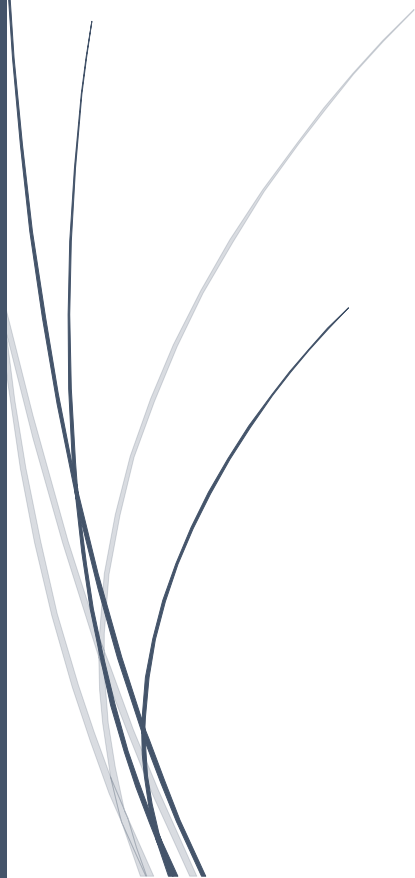


STORMWATER POLLUTION PREVENTION PLAN

BOROUGH OF CARLSTADT
BERGEN COUNTY, NEW JERSEY



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September 21, 2020

***MAYOR
ROBERT J. ZIMMERMANN***

COUNCIL MEMBERS

***DIANE DEBIASE
JOSEPH EMERSON
SUZANNE FONSECA***

***JAMES LENOY
WILLIAM ROSEMAN
DAVID STOLTZ***

***Claire Foy
Borough Clerk***

***Joseph Crifasi
Operations Manager***

Statement of Review

On the proceeding pages, you will find the Stormwater Pollution Prevention Plan, SP3, for the Borough of Carlstadt, “the Borough”. The original SP3 was written by the Borough in 2004 and since that time has seen some changes. These changes are reflected in this document. Furthermore, as is required by the New Jersey Statue regarding Tier A Municipal permits, this document will be reviewed annually. The date of said review will be reflected on the governing body page of this document. Any changes to the document itself will be reflected on the individual pages which are changed.

*Stormwater Pollution
Prevention Plan
Team Members*

Completed by: Robert A. Healey
Title: Stormwater Coordinator
Date: 13 May 2016
County: Bergen
NJDPDES #: NJG0153907
PI ID #: 171623

Stormwater Program Coordinator: Robert Healey

Title: Stormwater Manager

Office Phone # : 201-446-6591

Emergency Phone #: 201-446-6591

Employee Training Coordinator: Robert Healey

Title: Stormwater Manager

Office Phone # : 201-446-6591

Emergency Phone #: 201-446-6591

Local Public Education Coordinator: Robert Healey

Title: Stormwater Manager

Office Phone # : 201-446-6591

Emergency Phone #: 201-446-6591

Ordinance Coordinator: Joseph Donahue

Title: Borough Attorney

Office Phone # : 201-488-7707

Post-Construction Stormwater Management Coordinator: Frank Recanati

Title: Construction Official

Office Phone # : 201-939-1778

Emergency Phone #: 201-638-1517

Public Notice Coordinator: Claire Foy

Title: Borough Clerk

Office Phone # : 201-531-7184

Public Work Coordinator: Joseph Crifasi

Title: Operations Manager

Office Phone # : 201-531-7199

Emergency Phone #: 201-693-3627

<p><i>Stormwater Pollution Prevention Plan Form 2 Public Notice</i></p>	<p>Municipality: Carlstadt County: Bergen NJDPDES #: NJG0153907 PI ID #: 171623 Date of Permit Authorization: 1 April 2004 Date of Completion: 8 April 2005 Date of Last Update: Team Member: Claire Foy Title: Borough Clerk</p>
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Briefly outline the principal ways in which you comply with applicable state and local public notice requirements providing for public participation in the development and implementation of your Stormwater plan.

For meetings where public notice is required under the Open Public Meetings Act (“Sunshine Law” N.J.S.A. 10:4-6 et seq.) the Borough of Carlstadt 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, e.g., the 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., the Borough of Carlstadt complies with those requirements.

The Borough of Carlstadt publishes the public notices in the Record Newspaper and the Herald News.

<p><i>Stormwater Pollution Prevention Plan Form 3 New Development & Redevelopment Program</i></p>	<p>Municipality: Carlstadt County: Bergen NJDPDES #: NJG0153907 PI ID #: 171623 Date of Permit Authorization: 1 April 2004 Date of Completion: 8 April 2005 Date of Last Update: Team Member: Frank Recanati Title: Construction Official</p>
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Describe in general terms your post-construction Stormwater management in new development and redevelopment program, Post Construction Plan, and how it complies with the Tier A Permit minimum standard. This description must address compliance with the Residential Site Improvement Standards for Stormwater management; ensuring adequate long-term operation and maintenance of BMP's, including BMP's on property that you own and operate; design of storm drain inlets, including inlets that you install; and preparation, adoption, approval and implementation of a municipal Stormwater management plan and municipal Stormwater control ordinance(s). Attach additional pages as necessary. Some additional specific information, mainly about the plan and ordinances(s) will be provided in your annual reports.

The Borough of Carlstadt is already ensuring that all new residential development and redevelopment projects that are subject to the Residential Side Improvement Standards for Stormwater management, including that NJDEP Stormwater Management rules N.J.A.C.7:8, referenced in those standards, are in compliance with those standards. The Borough's Planning and Zoning Boards ensure such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law.

Since the EDPA, the Borough of Carlstadt has not constructed any new development projects on Borough property. If the Borough decides to construct such a project before the municipal Stormwater control ordinance takes effect, adequate long-term operation and maintenance of BMP's for that project will be ensured by requiring a project maintenance plan similar to the maintenance plan described in the draft of that ordinance. Any storm drain inlets installed will also be required to comply with the design standard in Attachment C of the Borough's General Stormwater Permit. Once the Stormwater control ordinance takes effect, the Borough of Carlstadt will ensure such operation and maintenance by complying with the maintenance requirements in that ordinance. In addition, any storm drain inlets installed for such projects will comply with that ordinance's standard for such inlets.

<p><i>Stormwater Pollution Prevention Plan Form 3 New Development & Redevelopment Program</i></p>	<p>Municipality: Carlstadt County: Bergen NJDPDES #: NJG0153907 PI ID #: 171623 Date of Permit Authorization: 1 April 2004 Date of Completion: 8 April 2005 Date of Last Update: Team Member: Title:</p>
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The municipal engineer and attorney are reviewing the Sample Municipal Stormwater Management Plan and Model Stormwater Control Ordinance in the NJ Stormwater BMP Manual and will be drafting a municipal Stormwater plan and municipal Stormwater control ordinance similar to that sample and model.

Once approved, the ordinance, which will be administered by the Borough of Carlstadt's Construction Official, will control the Stormwater from non-residential development and redevelopment projects. Where it is necessary to implement the Stormwater management plan, the approved ordinance will also control aspects of residential development projects that are not subject to the Residential Site Improvement Standards.

The Borough of Carlstadt will also enforce, through the municipal Stormwater control ordinance, compliance with the design standard in Attachment C of the permit to control passage of solid and floatable materials through storm drain inlets. The Borough of Carlstadt expects that for most projects such compliance will be achieved by installation of the NJDOT bicycle safe grate, if needed, a curb opening with a clear space no bigger than two (2) inches across the smallest diameter.

<p><i>Stormwater Pollution Prevention Plan Form 4 Local Public Education Program</i></p>	<p>Municipality: Carlstadt County: Bergen NJDPDES #: NJG0153907 PI ID #: 171623 Date of Permit Authorization: 1 April 2004 Date of Completion: 8 April 2005 Date of Last Update: Team Member: Robert Healey Title: Stormwater Manager</p>
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Describe your Local Public Education Program. Be specific on how you will distribute your educational information, and how you will conduct your annual event. Attach additional pages with the date(s) of your annual mailing and the date and location of your annual event.

To fulfill the annual distribution requirement of the local public education program, the Borough of Carlstadt will mail the educational brochure provided by the NJDEP with its Annual Recycling & Garbage Collection Calendar mailing in December of each year. Extra copies will be made available at the Borough’s Municipal Building.

Educational materials will also be made available at the Borough of Carlstadt School Picnic, an annual event that takes place each June. The Borough is also continuing to explore other methods of distributing the materials to its residents, such as other yearly events or through other mediums, such as the town website or social media.

A log for mailing dates and annual event distribution is located in the back of this document.

<p><i>Stormwater Pollution Prevention Plan Form 5 Storm Drain Inlet Labeling</i></p>	<p>Municipality: Carlstadt County: Bergen NJDPDES #: NJG0153907 PI ID #: 171623 Date of Permit Authorization: 1 April 2004 Date of Completion: 8 April 2005 Date of Last Update: Team Member: Joseph Crifasi Title: Operations Manager</p>
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Describe your storm drain inlet labeling program, including your labeling schedule, the details of your long-term maintenance plan and plans to coordinating with watershed groups or other volunteer organization.

The Borough of Carlstadt’s Department of Public Works has completed 100% of its storm drain labeling. All storm drains that are along municipal streets with sidewalks and all storm drain inlets within plazas, parking areas or maintenance yards that are operated by the Borough of Carlstadt have been labeled using tags or plastic labels.

During the yearly inspection and cleaning of basins, labels will be checked to ensure that they are still visible. Labels that are not visible will be replaced. Furthermore, those inlets which are replaced or retrofitted during construction will have the labeling imprinted directly on the inlet.

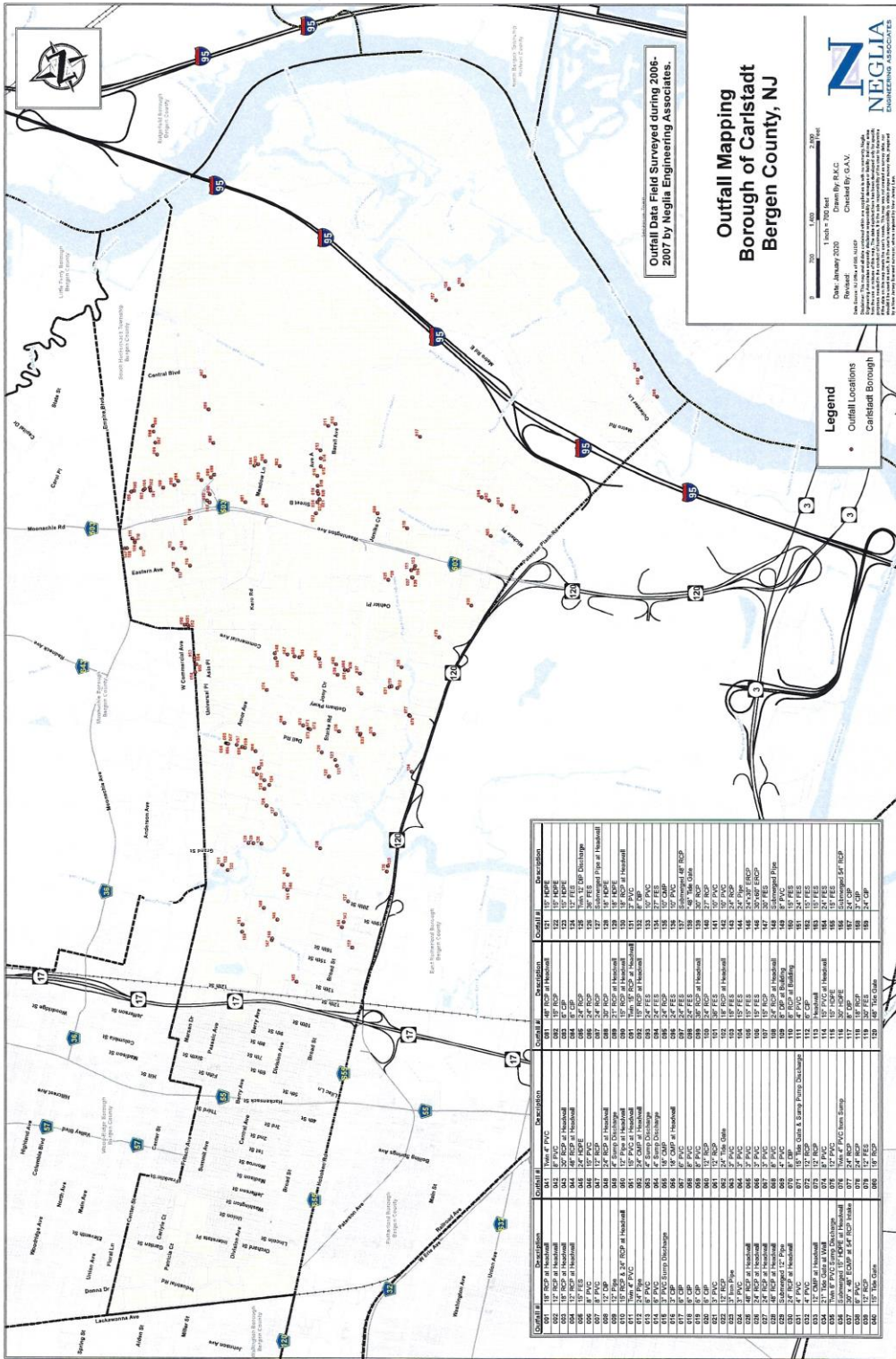
A map of all inlets is available with the cooperation of the New Jersey Meadowlands Environmental Research Institute. All inlets owned by the Borough of Carlstadt have been geo-located using GIS technology. Furthermore, additional basins not owned or operated by the Borough of Carlstadt are also illustrated on the map, e.g. those inlets owned by the County of Bergen, State of New Jersey or other private entities.

At this time the Borough of Carlstadt does not any endeavors which require the coordination with any watershed or volunteer groups. However, should the need arise in the future, the fullest cooperation possible will be given to such groups.

<p><i>Stormwater Pollution Prevention Plan Form 6 Outfall Pipe Mapping</i></p>	<p>Municipality: Carlstadt County: Bergen NJDPDES #: NJG0153907 PI ID #: 171623 Date of Permit Authorization: 1 April 2004 Date of Completion: 8 April 2005 Date of Last Update: Team Member: Joseph Crifasi Title: Operations Manager</p>
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Explain how you will prepare your map, include its type and scale and the schedule for the mapping process. Who will prepare your map, e.g. municipal employees, a consultant, etc.?

A map of all outfalls was made in 2006 – 2007 by Neglia Engineering Associates via a Field Survey. This map was provided to the Borough and is included on the following pages of this plan. Further copies may be obtained from the Borough Open Public Record Acts requests.



<p><i>Stormwater Pollution Prevention Plan Form 7 Illicit Connection Elimination</i></p>	<p>Municipality: Carlstadt County: Bergen NJDPDES #: NJG0153907 PI ID #: 171623 Date of Permit Authorization: 1 April 2004 Date of Completion: 8 April 2005 Date of Last Update: Team Member: Joseph Crifasi Title: Operations Manager</p>
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Describe your Illicit Connection Elimination Program, and explain how you plan on responding to complaints and/or reports if illicit connections, e.g., hotlines, etc. Attach additional pages as necessary.

The Borough of Carlstadt will conduct periodic and random inspections of outfalls within the Borough to assess for illicit connections. These inspections will look for dry-weather flow or any other evidence of an illicit connection to the municipal Stormwater system and will use the DEP Illicit Connection Inspection Report Form, which will be kept with the SP3 records. If an illicit connection is found, the responsible party will notify and required to abate the illicit connection and may even be fined as permitted by borough Ordinance 16-11 et al. Should the origin of the illicit connection not be able to be determined, then the Closeout Investigation Form will be submitted and kept on file with the SP3 records.

Those who wish to report a possible illicit connection may contact the Operations Manager for the Borough of Carlstadt by phone, mail or e-mail.

*Stormwater Pollution
Prevention Plan
Form 8
Illicit Connection Records*

Municipality: Carlstadt County: Bergen
NJDPDES #: NJG0153907 PI ID #: 171623
Date of Permit Authorization: 1 April 2004
Date of Completion: 8 April 2005
Date of Last Update:
Team Member: Joseph Crifasi
Title: Operations Manager

For the year 20_____

Note: Attach a copy of each illicit Connection report for the outfalls found to have a dry weather flow.

Total number of inspections performed this year: _____

Number of outfalls found to have a dry weather flow: _____

Number of outfalls found to have an illicit connection: _____

How many illicit connection were eliminated? _____

How many illicit connections remain? _____

For the year 20_____

Note: Attach a copy of each illicit Connection report for the outfalls found to have a dry weather flow.

Total number of inspections performed this year: _____

Number of outfalls found to have a dry weather flow: _____

Number of outfalls found to have an illicit connection: _____

How many illicit connection were eliminated? _____

How many illicit connections remain? _____

*Stormwater Pollution
Prevention Plan
Form 9
Yard Waste Program*

Municipality: Carlstadt County: Bergen
NJDPDES #: NJG0153907 PI ID #: 171623
Date of Permit Authorization: 1 April 2004
Date of Completion: 8 April 2005
Date of Last Update:
Team Member: Joseph Crifasi
Title: Operations Manager

Please describe your yard waste collection program. Be sure to include the collection schedule and how you will notify the residents and businesses of this schedule. Attach additional pages as necessary.

The Borough of Carlstadt adopted its Yard Waste ordinance on 15 September 1986 which requires residents to place their yard waste for collection in either a clean, garbage free, can or in a bio-degradable paper bag and to place such items curbside on designated days. From April thru November, yard waste is collected weekly. From December thru March, it is collected twice a month. Information regarding collection is disseminated to the residents through the Garbage & Recycling Collection calendar, which is mailed to each resident in December, and through the borough website.

<i>Stormwater Pollution Prevention Plan Form 10 Ordinances</i>	Municipality: Carlstadt County: Bergen NJDPDES #: NJG0153907 PI ID #: 171623 Date of Permit Authorization: 1 April 2004 Date of Completion: 8 April 2005 Date of Last Update: Team Member: Joseph Donahue Title: Borough Attorney
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For each ordinance, give the date of adoption. If not adopted, explain the development status.

<i>Pet waste ordinance</i>	1 December 1979
<i>Litter Ordinance</i>	21 July 1975
<i>Improper Disposal of Waste Ordinance</i>	20 May 1996
<i>Wildlife Feeding Ordinance</i>	15 April 1999
<i>Yard Waste Ordinance</i>	15 September 1986
<i>Illicit Connection Ordinance</i>	4 May 2005
<i>Refuse Container / Dumpster Ordinance</i>	5 May 2011
<i>Private Storm Drain Inlet Retrofitting Ordinance</i>	5 May 2011

Information sheets regarding pet waste is distributed with pet licenses.

Ordinances will be enforced by the issuance of warnings or summonses by the Carlstadt Zoning Office, Board of Health, Police Department and Code Enforcement Officers.

<p><i>Stormwater Pollution Prevention Plan Form 11 Storm Drain Inlet Retrofitting</i></p>	<p>Municipality: Carlstadt County: Bergen NJDPDES #: NJG0153907 PI ID #: 171623 Date of Permit Authorization: 1 April 2004 Date of Completion: 8 April 2005 Date of Last Update: Team Member: Joseph Crifasi Title: Operations Manager</p>
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What type of storm drain inlet design will generally be used for retrofitting?

Parallel Bar Grate Type "B" - Campbell Foundry No. 2618

Repaving, repairing, reconstruction or alteration project name.	Projected start date	Start date	Completion date	# of storm drain inlets	# or storm drains w/ hydraulic exemptions

Are you claiming any alternative device exemptions, or historic place exemptions for any of the above projects? Please explain:

<p><i>Stormwater Pollution Prevention Plan Form 12 Street Sweeping & Road Erosion Control</i></p>	<p>Municipality: Carlstadt County: Bergen NJDPDES #: NJG0153907 PI ID #: 171623 Date of Permit Authorization: 1 April 2004 Date of Completion: 8 April 2005 Date of Last Update: Team Member: Joseph Crifasi Title: Operations Manager</p>
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<i>Street Sweeping</i>
<p>Please describe the street sweeping schedule that you will maintain. <i>Note: Attach a street sweeping log containing the following information: Date and area swept, number of miles swept and total amount of materials collected.</i></p>

The Borough of Carlstadt will sweep all municipal curbed roads with inlets, with posted speed limits of 35 mph or less in all areas, via a mobile street sweeper, when weather and road conditions permit on a bi-weekly basis.

<i>Road Erosion Control Maintenance</i>
<p>Describe your Road Erosion Control Maintenance Program, including inspection schedules. A list of all sites of roadside erosion and the repair technique(s) you will be using for each site should be attached to this form. <i>Note: attach a road erosion control maintenance log containing the following information: location, repairs and date.</i></p>

The Borough of Carlstadt will use the Department of Public Works (DPW) to monitor all municipal roads for instances of erosion. All identified road erosion issues will be reported to the Director of Public Works. Upon notification of an area of erosion, the director will inspect the area and make appropriate repairs in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. An inspection log and list of all repairs and dates completed will be maintained by the DPW. The status of the Road Control Maintenance Program will be included in the Annual Report and Recertification.

Local Public Education Program

Carlstadt, New Jersey

Year : _____

Annual Mailing

Date	To all Residents and Businesses	How Mailed:
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Alone <input type="checkbox"/> With:
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Alone <input type="checkbox"/> With:

If not mailed to all, list locations:

Date: _____ Location: _____

Date: _____ Location: _____

Annual Event(s)

Date	Event	Location of event

Training Documentation Sheet

Borough of Carlstadt, New Jersey

Location: _____ Date: _____

Class Name: _____

Instructor(s): _____

Employee Name	Signature	Department

Additional Notes / Topics Covered: _____