

THE TOWNSHIP OF WOODBRIDGE
MIDDLESEX COUNTY
NEW JERSEY



NJPDES MUNICIPAL STORMWATER REGULATION PROGRAM
STORMWATER POLLUTION PREVENTION PLAN

N.J.A.C. 7:14A-1-16; N.J.A.C. 7:14A-24; N.J.A.C. 7:14A-25

NJPDES GENERAL PERMIT # NJG0148857
PROGRAM INTEREST ID # 168353

"Ten Towns, One Community"



Prepared By:
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DEFINED.**

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1.0 INTRODUCTION

The United States Environmental Protection Agency, estimating that up to 60% of our existing water pollution problems are attributable to stormwater (non-point) pollution, published the Phase II Stormwater Rules in December 1999, thereby implementing Section 402(p)(6) of the Federal Clean Water Act. In response to these new rules, the New Jersey Department of Environmental Protection (NJDEP) developed the Municipal Stormwater Regulation Program (MSRP). This program addresses pollutants entering our waters from storm drainage systems, referred to as “municipal separate storm sewer systems” (MS4s), and owned or operated by local, State, interstate or Federal government agencies.

In order to facilitate the implementation of the MSRP, the NJDEP adopted amendments to the New Jersey Pollutant Discharge Elimination System (NJPDES) Rules. These revised stormwater rules were signed into law on January 5, 2004.

The Municipal Stormwater Regulation Program regulates all 566 municipalities within the State of New Jersey. In addition, NJPDES permits are required for public complexes and highway systems. Under the program, municipalities are assigned to either Tier A or Tier B.

Under the newly implemented Stormwater Permitting Program, the Township of Woodbridge is designated as a Tier A municipality. Tier A municipalities are generally located within the more densely populated regions of the state or near the coast.

2.0 BACKGROUND

2.1 Township of Woodbridge

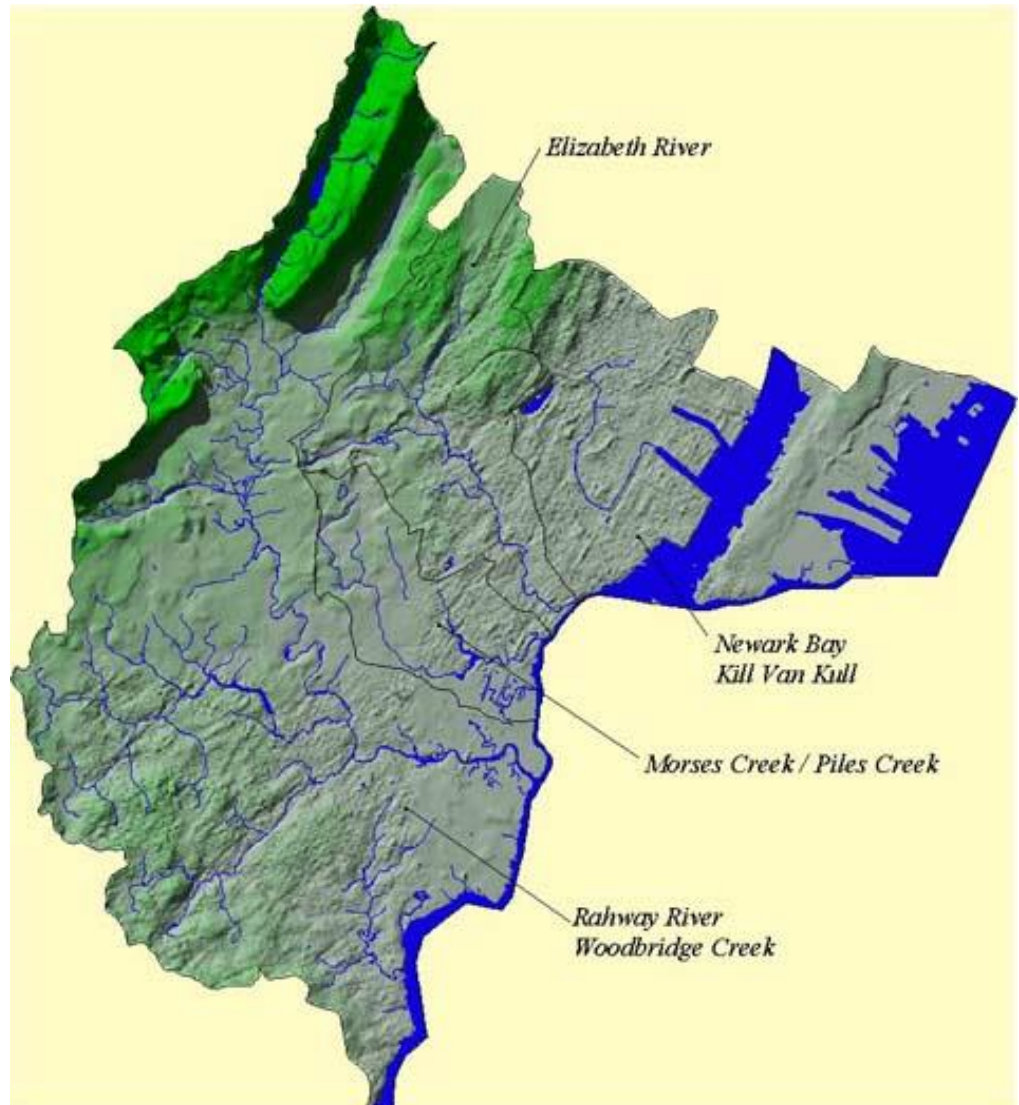
The Township of Woodbridge is the oldest original township in the state of New Jersey. It was settled in the early autumn of 1664 and was granted a charter on June 1, 1669 by King Charles of England. Dally, in his history of Woodbridge, records that it was so called in honor of Reverend John Woodbridge of Newbury, Massachusetts. James Parker, who was born in Woodbridge in 1714 - another illustrious son of Woodbridge - established the first permanent printing house in New Jersey in Woodbridge in 1751. He was a business associate of Benjamin Franklin. In 1758 he established and printed, at Woodbridge, "The New American Magazine", the first periodical of its kind edited and published in the Colony and the second magazine of its kind on the continent.

In the 1800's the large territory that made up Woodbridge Township was gradually divided and portions of the area went to other municipalities. But the Township is still one of the largest in the State with some 27 square miles.

In 1929, the first Safety Engineered Super Highway intersection was built at the intersection of US Rt. 1 and NJ Rt. 35 in Woodbridge. This may be the first such intersection built in the United States. It was known as the Woodbridge Cloverleaf. When the NJ Turnpike opened in 1951, it created the famous intersection with the Garden State Parkway in Woodbridge.

Woodbridge Township is bordered by the Arthur Kill to the East and the Raritan River to the South. Woodbridge is located inside the Arthur Kill Watershed Management Area.

The Arthur Kill is a strait separating Staten Island from Union and Middlesex counties, and feeds into the Raritan Bay.



Woodbridge Township Population Change: 1940 to 2010

1940	1950	1960	1970	1980	1990	2000	2010
27,191	35,758	78,846	98,944	90,074	93,086	97,203	99,585

With a population just over 100,000 residents and burgeoning industrial retail service, transportation and professional growth – Woodbridge is the fifth largest municipality in New Jersey.

2.2 Permit Application

Under New Jersey's NJPDES Stormwater/UIC rules (N.J.A.C. 7:14A-25.4 and 25.8(b)) a general permit application packet (including a Request for Authorization (RFA) form) was mailed by the Department to all the affected parties. The deadline to apply was March 3, 2004. The effective date of the permit was March 1, 2009. The permit expires five (5) years after this date and must be renewed. NJDEP will also charge an annual permit fee for permit maintenance.

The permits address stormwater quality related issues to new and existing development and redevelopment by requiring the preparation of a stormwater program and implementation of specific permit requirements referred to as Statewide Basic Requirements (SBRs).

The effective date of permit authorization (EDPA) for the municipality's general stormwater permit is March 1, 2009. Implementation schedules will correspond with the EDPA for each of the Statewide Basic Requirements (SBRs) addressed in the Tier A General Stormwater Permit.

The permit requires the completion of a Stormwater Pollution Prevention Plan (SPPP) twelve (12) months from the EDPA. The SPPP is a prescriptive plan that describes in detail the permittee's implementation of the SBRs in accordance with the specific permit requirements. Annually, the NJDEP will conduct compliance and enforcement audits at which time the SPPP will be reviewed for consistency with the permit requirements.

2.3 Statewide Basic Requirements and Implementation Schedule

The following information describes in summary the **SBRs** detailed under the Tier A General Stormwater Permit as well as the corresponding schedule for the implementation of those requirements.

2.3.1 Post-Construction Stormwater Management in New Development and Redevelopment

The **Post-Construction Stormwater Management SBR** addresses compliance with the Watershed Management Rules (N.J.A.C. 7:8) for development and redevelopment projects that disturb one acre or more, including projects that are less than one acre that are part of a larger common plan of development or sale, that discharge into the municipality's small municipal separate storm sewer system (MS4), and requires compliance with the new design standards for storm drain inlets. These items must be addressed twelve (12) months from the EDPA.

In addition, this SBR also requires that the permittee ensures the long term operation and maintenance of the Best Management Practices (BMPs) installed in accordance with the requirements of N.J.A.C. 7:8 for stormwater management immediately upon the EDPA.

Woodbridge Township
Stormwater Pollution Prevention Plan

The following items are required under this SBR, and are addressed in this plan:

- Adoption of a Stormwater Management Plan
- Adoption of a Stormwater Control Ordinance
- Compliance with the Residential Site Improvement Standards
- Compliance with the Storm Drain Inlets Design Standards
- Implementation of Best Management Practices (BMP)

2.3.2 Local Public Education

The **Local Public Education SBR** requires permittees to distribute a non-point source educational brochure, provided by the NJDEP, to all residents and business owners within the municipality starting 12 months from the EDPA. In addition, the brochure must be made available at an annual event, also beginning 12 months from the EDPA.

Additional education requirements in the form of the labeling of municipal storm drain inlets next to sidewalks, within plazas, parking areas or maintenance yards, is required to be completed within 60 months of the EDPA, with 50% completed within 36 months of the EDPA.

The following items, required under this SBR, are addressed and included (where applicable) within this plan:

- Annual Mailing – NJDEP “Solutions to Stormwater Pollution” brochure must be distributed annually to all residents and business within the municipality.
- Annual Event – The municipality must hold an annual event at which the required mailing must be available. It is recommended that the municipality provide additional optional education materials to strengthen their local public education program.
- Storm Drain Labeling – Municipalities may want to consider using volunteer efforts to complete the storm drain labeling requirements of this program.

Additional (optional) educational materials may include the following:

- NJDEP “Pet Waste Pollutes Our Waters” Handout
- NJDEP “Clean Water Raingers Coloring Book”
- Rutgers Cooperative Extension Fact Sheets:
 - Home Composting
 - Yard Trimmings Management Strategies
 - Using Leaf Compost
 - Minimizing Waste Disposal: Grass Clippings
 - Backyard Leaf Composting

2.3.3 Improper Waste Disposal

The **Improper Waste Disposal SBR** requires permittees to adopt and enforce ordinances controlling the improper disposal of waste material (i.e. waste automotive fluids, household chemicals, etc.), pet waste, litter, yard waste, and prohibiting of wildlife feeding 18 months from the EDPA. Municipalities could distribute the NJDEP pet waste information sheet, with pet licenses, as a mechanism for public outreach and awareness.

Within the same 18 month timeframe, permittees must also develop and enforce an illicit connection identification program, which includes the enforcement of an ordinance prohibiting unauthorized connections to the MS4. Dry weather flow inspections must be completed initially for each outfall and follow up investigations must be completed in the event of a complaint or identification of dry weather flow during routine maintenance.

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Stormwater Pollution Prevention Plan

The last of the requirements under this SBR includes the mapping of all MS4 outfalls owned or operated by the municipality on a tax map or equivalent drawing. This also includes the application of an alphanumeric identification number for each permitted outfall and the identification of the receiving water body. The regulations require the municipality to be divided into two sectors with the first sector mapped 36 months from the EDPA and the second 60 months from the EDPA. Illicit connection inspections described above, and outfall scouring inspections described below, should also be completed concurrent with outfall mapping.

The following items are required under this SBR:

- Adopting and Enforcing Ordinances – The six ordinances outlined above must be adopted and enforced by October 1, 2005.
- Development of Illicit Connection Identification Program – Municipalities must develop, implement and enforce an illicit connection elimination program to detect and eliminate illicit connections into the municipality's small MS4. The program must include the initial physical inspection of all municipally owned outfalls.
- Maintain Illicit Connection Records – Municipalities must record outfall inspections on the NJDEP Illicit Connection Inspection Report Form. The Closeout Investigation Form is only to be submitted to the NJDEP once the appropriate amount of investigation has been completed. A summary of these inspections/investigations must be maintained.
- Outfall Mapping – All stormwater facility outfalls must be identified, mapped, and issued an alphanumeric identifier.

2.3.4 Solids and Floatable Control

The following items are required under the **Solids and Floatable Control SBR**:

- Street Sweeping – Under the solid and floatable control SBR, municipalities are required to sweep all maintenance yards and municipally owned and operated curbed streets with storm drains that have a posted speed limit of 35 miles per hour or less (excludes on/off ramps), located in predominantly commercialized areas, at least once per month. Exclusions from this requirement only occur if weather does not permit the completion of sweeping activities. These activities must commence twelve (12) months from the EDPA.
- Storm Drain Inlet Retrofitting – Permittees must retrofit existing storm drain inlets, that are impacted during road repair or resurfacing projects, with inlets that comply with the new design standards and the Residential Site Improvement Standards for bicycle safe grates. These new designs must be included in any project that was designed or awarded subsequent to March 3, 2004. Certain flood prone areas can be exempted from this requirement with a Professional Engineers Certification.
- Stormwater Facility Maintenance – In addition to the above, the municipality must also develop a maintenance program for all stormwater facilities operated by the municipality that includes the annual cleaning of all catch basins and ensures the proper function of stormwater systems. This requirement must commence 12 months from the EDPA. If the municipality is unable to comply with this schedule, both justification and an alternative schedule must be included in the SPPP. Documentation of inspections, cleaning and repairs must be kept as part of the SPPP.
- Road Erosion Control Maintenance – The municipality must develop a Road Erosion Control Maintenance Program to identify and repair erosion along municipally owned roadways. The dates of all inspection and repairs must be documented in the plan. This must start 18 months from the EDPA.

Woodbridge Township
Stormwater Pollution Prevention Plan

- Outfall Pipe Stream Scouring Remediation – An Outfall Pipe Stream Scouring Remediation Program must be developed by the municipality to detect, remediate, and maintain stream bank scouring in the vicinity of outfalls. The municipality must document all inspections, repairs, and must implement this within 18 months of the EDPA.

2.3.5 Maintenance Yard Operations

The following items are required under the **Maintenance Yard Operations SBR**:

- Source Material Inventory – The permittee must perform an inventory of all materials and machinery stored at maintenance facilities, or activities conducted that could be a source of pollutants in stormwater runoff from the site. A list of the source materials and BMPs being implemented to reduce pollutant runoff from these locations must be incorporated into the SPPP. This must be completed within 12 months of the EDPA.
- De-icing Material Storage – Permittees are required to permanently cover all deicing material using a permanent building or other enclosure which contains an impervious floor. Regular maintenance of the structure and inspections must also be completed. Seasonal tarping (October 15 through April 30) can be used as an interim compliance method, but must be ceased 36 months from the EDPA. Clean sand may be stored outside and uncovered if a 50-foot set back from a water body or stormwater collection system is maintained.
- Implementation of Standard Operating Procedures (SOPs) – Municipalities must develop and implement a Standard Operating Procedure (SOP) for vehicle fueling and bulk deliveries associated with fuel dispensing systems owned by the municipality. This includes requirements to prevent spills during fueling and bulk deliveries, and includes the protection of storm drain inlets to prevent the impact to surface water in the event a spill should occur. These requirements must be implemented 12 months from the EDPA.

Within 12 months of the EDPA, the permittee must develop and implement an SOP that addresses vehicle maintenance and repairs, and reduces their impact on stormwater quality. The SOP must include performance of these activities indoors when practical and on an impervious surface. Outdoor repairs must incorporate drip pans and rain shields for repairs that exceed one day. The SOP must include the inspection of all areas and vehicles.

Permittees must implement good housekeeping procedures in accordance with the permit requirements within 12 months of the EDPA. These requirements include proper labeling of all containers, maintenance, and covering. If indoor storage is not practical, containers may be stored outside, covered, and on spill platforms. Inspections for spills must be conducted regularly and cleanup must be conducted immediately upon identification.

2.3.6 Employee Training

The following item is required under the **Employee Training SBR**:

- Municipalities must train all appropriate employees annually beginning 12 months from the EDPA. Employees must be trained on appropriate topics and trainings must be documented.

3.0 2018 Statewide Basic Requirements and Implementation Schedule

3.1 Local Public Education

The new SBR requires the Township to achieve a minimum of ten (10) points by completing one or more educational activities from a listing of 12 possible alternatives that each carry a specific point value. The minimum point value must be achieved on an annual basis. The available educational activities and their associated point values are contained in Attachment E of the permit. This provision of the SBR is to be implemented with adoption of this amended SPPP.

3.2 Improper Disposal of Waste

The new SBR requires the a Township to adopt and enforce ordinance that require dumpsters and other refuse containers be covered at all times in order to prevent the discharge of liquid, semi-liquid or solid from the containers; and that requires the retrofitting of existing storm drain inlets to meet the standards in Attachment C of the permit for inlets on property not owned or operated by the municipality (except individual single family homes) which are in direct contact with repaving, repairing, reconstruction, resurfacing or alteration of facilities. These provisions of the SBR must be implemented by no later than September 1, 2019

3.3 Solids and Floatable Controls

The new SBR requires the Township to inspect and clean all municipally owned and operated catch basins at least once over the duration of the permit. This provision of the SBR must be implemented by February 28, 2023.

4.0 STORMWATER POLLUTION PREVENTION PLAN

The following Stormwater Pollution Prevention Plan (SPPP) will identify the person(s) responsible for implementing and coordinating of SPPP activities, events, maintenance operations, and record keeping. This plan will include an implementation schedule consistent with the EPA's Phase II SBRs, include maintenance and inspection schedules where applicable. In instances of shared operations, including but not limited to, street sweeping and salt storage requirements, written agreements will be attached.

Maps and diagrams referenced in the SPPP have been included where appropriate.

Woodbridge Township
Stormwater Pollution Prevention Plan

**SPPP FORM 1 - THE WOODBRIDGE
STORMWATER POLLUTION
PREVENTION TEAM**

Completed by: PMK Group, Inc.
Title: Environmental Consultants
Date: June 1, 2018
Municipality: Township of Woodbridge
County: Middlesex
NJPDES #: NJG0148857
PI ID #: 168353

Stormwater Program Coordinator: Michael Gelin
Title: Woodbridge Municipal Engineer
Office Phone #: 732-602-6047
Emergency Phone #: 732-634-7700 (Woodbridge Twp. Police Dept.)

Public Notice Coordinator: Michael Gelin
Title: Municipal Engineer
Office Phone #: 732-602-6047

Post-Construction Stormwater Management Coordinator: Michael Gelin
Title: Municipal Engineer
Office Phone #: 732-602-6047

Local Public Education Coordinator: Michael Gelin / John Hagerty
Title: Municipal Engineer / Director of Communications

Office Phone #: 732-602-6047 & 732-602-6039

Ordinance Coordinator: Michael Gelin / John Mitch
Title: Municipal Engineer / Municipal Clerk
Office Phone #: 732-602-6047 & 732-602-6007

Public Works Coordinator: Dennis Henry
Title: Director of Public Works
Office Phone #: 732-738-1311 x3012 & 732-738-1311 x3020

Employee Training Coordinator: Dennis Henry
Title: Director of Public Works
Office Phone #: 732-738-1311 ext. 3020

Other: SPPP Contact : Michael Gelin
Title: Municipal Engineer
Office Phone #: 732-602-6047

SPPP FORM 2 - PUBLIC NOTICE

**Municipality
Information**

Municipality: Woodbridge Township County: Middlesex
NJPDES # : NJG0148857 PI ID #: 168353
Team Member/Title: Michael Gelin / Municipal Engineer
Effective Date of Permit Authorization (EDPA): March 1, 2018
Date of Completion: June 1, 2018 Date of most recent update:

For meetings where public notice is required under the Open Public Meetings Act (“Sunshine Law,” N.J.S.A. 10:4-6 et seq.) Woodbridge provides public notice in a manner that complies with the requirements of that Act. Also, in regards to the passage of ordinances, Woodbridge 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., 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.), Woodbridge complies with those requirements.

The Township of Woodbridge currently posts all municipal public Notices in the **News Tribune**.

**Woodbridge Township
Stormwater Pollution Prevention Plan**

BE IT RESOLVED BY THE MUNICIPAL COUNNCIL OF THE TOWNSHIP OF WOODBRIDGE that the following are hereby designed **as** the official newspapers of Woodbridge Township for the year 2018 for the purposes of publication of all legal notices, to the extent permitted by law, and to the extent each publication complies with the legal requirements for official newspapers for municipalities.

Home News Tribune, P.O Box 787, Neptune, N.J. 07754

Newark Star Ledger, Star Ledger Plaza, Newark, N.J. 07102

Adopted January 1, 2018

I hereby certify that the above is a true and exact copy of the Resolution adopted by the Municipal Council of the Township of Woodbridge at their Regular Meeting held on

John M. Mitch, RMC, CMC,CMR
Municipal Clerk

SPPP FORM 3 - NEW DEVELOPMENT AND REDEVELOPMENT PROGRAM

**Municipality
Information**

Municipality: Woodbridge Township

County: Middlesex

NJPDES # : NJG0148857

PI ID #: 168353

Team Member/Title: Michael Gelin / Municipal Engineer

Effective Date of Permit Authorization (EDPA): March 1, 2018

Date of Completion: June 1, 2018 Date of most recent update:

To control stormwater from new development and redevelopment projects throughout the Township of Woodbridge including projects which Woodbridge operates, the following action items will be implemented:

Action Items to control stormwater from new development and redevelopment projects:

- The Township of Woodbridge is already ensuring that all new residential development and redevelopment projects that are subject to the **Residential Site Improvement Standards** for stormwater management (including the NJDEP Stormwater Management rules, N.J.A.C. 7:8, referenced in those standards) care in compliance with those standards.
- Currently, **Woodbridge's Department of Planning and Zoning** ensure such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law. The construction official's office is responsible for such reviews
- Since the EDPA, Woodbridge has not initiated any new municipal development or redevelopment projects on Township property. If Woodbridge decides to construct such a project before the municipal stormwater control ordinance takes effect, adequate long-term operation and maintenance of BMPs for that project will be ensured by requiring a project maintenance plan similar to the maintenance plan described in the draft of that ordinance.
- **All storm drain inlets installed will be required to comply with the design standard in Attachment C of Woodbridge's General Stormwater Permit.** Once the stormwater control ordinance takes effect, Woodbridge 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 standards for such inlets.

Compliance with Attachment C:

Woodbridge 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 Township of Woodbridge expects that for most projects, such compliance will be achieved by installation of the NJDOT bicycle safe grate and (if needed) a curb opening with a clear space no bigger than two (2) inches across the smallest diameter, and no bigger than seven (7) square inches.

SPPP FORM 4 - LOCAL PUBLIC EDUCATION PROGRAM

Municipality Information

Municipality: The Township of Woodbridge County: Middlesex
 NJPDES # : NJG0148857 PI ID #: 168353
 Team Members: Michael Gelin / Municipal Engineer
 Effective Date of Permit Authorization (EDPA): March 1, 2018
 Date of Completion: June 1, 2018 Date of most recent update:

The Township of Woodbridge WILL CONDUCT AN ANNUAL Local Education Program that focuses on providing the public with information on the impact of stormwater discharges to surface and ground waters of the State and steps that the public can take to reduce pollutants in stormwater runoff. Information covered under the program shall include, but not be limited to, local stormwater related municipal ordinances (Pet Waste Ordinance, Litter Ordinance, Improper Disposal of Waste Ordinance, Wildlife Feeding Ordinance, Illicit Connection Ordinance, refuse Container / Dumpster Ordinance, and Private Storm Drain net Retrofitting); home composting and yard waste recycling; use of native or well adapted vegetation; local stream and / or shoreline restoration activities; watershed education; and general nonpoint source education. The Township shall achieve a minimum of 10 points by implementation of one or more of the following approved activities:

1. School Presentation – Present education classes/ assemblies to local elementary, middle, and/ or high school classes. (1 point per visit/ maximum of 5 points per year)
2. Website – Maintain a stormwater related page on the municipal website and include a link to 222. Cleanwaternj.org. (1 point)
3. Stormwater Display- Present a stormwater related display and materials at any municipal event (e.g., Earth Day, town picnic) or maintain a display at the municipal building. (2 points)
4. Giveaway – Distribute an item with a stormwater related message (e.g. refrigerator magnets, temporary tattoos, bookmarks, coloring books, and pens or pencils). The Township must purchase a minimum number of the item equal to 10% of the municipal population. (2 points)
5. Citizen Stormwater Advisory Committee – Establish a subcommittee to the Environmental Commission to identify, coordinate and implement stormwater related programs. (2 points)
6. Utilize Department Material – Use Department created stormwater education materials, which can be found on 222. Cleanwaternj.org to publish an ad in a newspaper that serves the municipality; broadcast a radio or television commercial on a local radio or municipal public service channel; produce a billboard or sign which can be displayed on a bus, bus stop shelter, or at a recreation field (outside sign). (2 points each/ maximum of 4 points per year)
7. Poster Contest – Organize a poster contest with a local school district. Poster themes shall have an appropriate stormwater message. Posters are to be displayed at buildings within the municipality such as at the town hall, library, or schools. (2 points)

Woodbridge Township
Stormwater Pollution Prevention Plan

8. Stormwater Training for elected Municipal Officials – Conduct a program for all elected municipal officials which educates them on the Stormwater Management Rules (N.J.A.C. 7:8), Tier A Permit and what steps the municipality has already taken to minimize stormwater pollution. (3 points)
9. Mural- Facilities the planning and painting of a stormwater pollution themed mural at a local downtown/ commercial area. (3 points)
10. Mailing – Distribute any of the Department’s educational brochures, tip cards, or a municipally produced equivalent (e.g., calendar, recycling schedule), every resident and business in the municipality. (3points)
11. Partnership Agreement/ Local Event- Identify and enter into a partnership agreement with a local group such as a watershed organization, Riverkeeper, school, youth / faith based group and / or other nonprofit to carry out a minimum of two (2) watershed stewardship/ education activities (e.g., litter march, Stream/beach cleanup). (3 points)
12. Ordinance Education – Distribute a letter from the mayor to every resident and business in the municipality highlighted the requirements and environmental benefits of the Pet Waste, Litter, Improper Disposal of Waste, Wildlife Feeding, Yard Waste, Illicit Connection, Refuse Container, and Private Storm Drain inlet Retrofitting Ordinances. This letter / article must also reference a page on the municipal Website (if applicable) to which residents can go to read these ordinances. (5 points)

SPPP FORM 5 – STORM DRAIN INLET LABELING

**Municipality
Information**

Municipality: The Township of Woodbridge County: Middlesex
NJPDES # : NJG0148857 PI ID #: 168353
Team Member/Title: Dennis Henry / DPW General Superintendent
Effective Date of Permit Authorization (EDPA): March 1, 2018
Date of Completion: June 1, 2018 Date of most recent update:

Storm Drain Inlet Labeling

Storm Drain Labeling Program

- For Woodbridge's storm drain inlet labeling program, the **Woodbridge Township DPW Road Department will be utilizing** adhesive labels & stencils to satisfy the storm drain inlet labeling requirement. These labels & stencils will be inspected annually in coordination with Woodbridge's annual catch basin cleaning schedule.
- Woodbridge will be utilizing the following labels, which are applied using an adhesive and are painted on respectively. These labels may be customized to read "No Dumping Drains to Raritan River"
- Annually during Woodbridge's Catch Basin inspecting / cleaning operations, these labels will be inspected and replaced as needed.



Woodbridge's Storm Drain Labeling Log is included with this Form. Woodbridge Township will be divided into two sectors. Labeling of Sector A will be completed by April 2007, and Sector B will be completed by April 2009. Woodbridge Township will be utilizing predefined political voting districts for their Sector A & Sector B split. The voting ward maps are available at both the Town Hall and DPW Complex.

Sector A includes Political Wards I & II
Sector B includes Political Wards III, IV, V

Long Term Maintenance Program

Woodbridge will ensure long term maintenance of their storm drain labels during their annual catch basin cleaning operations. Whenever a storm drain is inspected, cleaned or repaired, the label will be inspected for damage and replaced if needed, where applicable.

SPPP FORM 6 – MS4 OUTFALL PIPE MAPPING

**Municipality
Information**

Municipality: The Township of Woodbridge County: Middlesex
NJPDES # : NJG0148857 PI ID #: 168353
Team Member/Title: Michael Gelin / Municipal Engineer
Effective Date of Permit Authorization (EDPA): March 1, 2018
Date of Completion: June 1, 2018 Date of most recent update:

- The Township of Woodbridge Engineering Division maintains information on its stormwater collection system, including stormwater outfalls, as a part of the Townships on-going Geographic information System initiative. This information is displayed on a parcel map of the Township which is printed at a scale of 1" = 1,000'. However, localized areas can be displayed and printed at much larger scales as needs dictate for investigative purposes. The data is updated on an as needed basis to reflect new construction. During the course of the current permit, the Township will also be gathering global positioning coordinate information for each of the stormwater outfalls as a part of the illicit connection investigation program.

SPPP FORM 7 – ILLICIT CONNECTION ELIMINATION PROGRAM

**Municipality
Information**

Municipality: The Township of Woodbridge County: Middlesex
NJPDES # : NJG0148857 PI ID #: 168353
Team Member/Title: Michael Gelin & Dennis Henry / Municipal Engineer & DPW General Superintendent
Effective Date of Permit Authorization (EDPA): March 1, 2018
Date of Completion: June 1, 2018 Date of most recent update:

Initial Dry-Weather Flow Inspections Conducted during Outfall Mapping, Conditions Permitting

- The Township of Woodbridge will conduct initial dry-weather flow physical inspections of their MS4 outfalls during the mapping process detailed in Form 6 of this SPPP. This will be completed as weather conditions allow. For those outfalls identified during periods of wet weather or wet weather within 72 hours during the outfall identification, the dry weather flow inspection will be completed at an alternate date.

Details of Illicit Connection Elimination Program

- Woodbridge will use the NJDEP **Illicit Connection Inspection Report Form** to conduct these inspections. Each of these forms will be included with Form 7 of this SPPP.

For outfalls showing evidence of intermittent flow, a minimum of three follow-up inspections will be conducted. If Woodbridge or its agents are able to locate the illicit connection / dry weather flow source (and the connection is within the boundaries of the Township of Woodbridge) Woodbridge will cite the responsible party for being in violation of Woodbridge's municipal code detailing the Illicit Connection Ordinance, if the source is in fact an illicit connection.

After the appropriate amount of investigation, if the Township of Woodbridge is unable to locate the source of the illicit connection, Woodbridge will submit the **Closeout Investigation Form** with our Annual Inspection and Recertification. If an illicit connection is found to originate from another public entity, the Township of Woodbridge will report the illicit connection to the Department.

Public Dry-Weather / Illicit Connection Identification Hotline

- The Township of Woodbridge has available to residents a non-emergency **Public Works** telephone number if suspected discharges are sighted originating from MS4 Outfalls:
 - **732-738-1311 x3020**

SPPP FORM 8 – ILLICIT CONNECTION RECORDS

Municipality Information	Municipality: <u>Township of Woodbridge</u>	County: <u>Middlesex</u>
	NJPDES # : <u>0150134</u>	PI ID #: <u>168353</u>
	Team Member/Title: <u>Michael Gelin & Dennis Henry / Municipal Engineer & DPW General Superintendent</u>	
	Effective Date of Permit Authorization (EDPA): <u>March 1, 2018</u>	
Date of Completion: <u>As indicated below</u>		Date of most recent update:

Prior to May 2, 2015

Note: Attach a copy of each illicit connection report form for 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 connections were eliminated?
- Of the illicit connections found, how many remain?

May 2, 2015 – May 1, 2016

Note: Attach a copy of each illicit connection report form for 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 connections were eliminated?
- Of the illicit connections found, how many remain?

May 2, 2016 – May 1, 2017

Note: Attach a copy of each illicit connection report form for 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 connections were eliminated?
- Of the illicit connections found, how many remain?

May 2, 2017 – May 1, 2018

Note: Attach a copy of each illicit connection report form for 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 connections were eliminated?
- Of the illicit connections found, how many remain?

ILLICIT CONNECTION INSPECTION REPORT FORM

Municipality Information

Municipality: Township of Woodbridge County: Middlesex
 NJPDES # :NJG0148857 PI ID #: 168353
 Team Member: Michael Gelin & Dennis Henry / Municipal Engineer & DPW Director
 Date: Effective Date of Permit Authorization (EDPA):March 1, 2018

Date of Inspection: _____ **Inspector Name:** _____
Outfall #: _____ **Location of Outfall:** _____
Receiving Water body: _____ **Scouring Present?** _____

1. Is there a dry weather flow? **Y** () **N** ()
2. If "YES", what is the outfall flow estimate? _____ gpm
(flow sample should be kept for further testing, and this form will need to be submitted with the Annual Report and Certification)
3. Are there any indications of an intermittent flow? **Y** () **N** ()
4. If you answered "**NO**" to BOTH questions #1 and #3, there is probably not an illicit connection and you can skip to question #8.
(NOTE: This form **does not** need to be submitted to the Department, but should be kept with your SPPP.)
If you answered "**YES**" to either question, please continue on to question #5.
(NOTE: This form will need to be submitted to the Department with the Annual Report and Certification.)

5. **PHYSICAL OBSERVATIONS (circle one, if other please specify):**
- (a) **ODOR:** None / Sewage / Sulfide / Oil / Gas / Rancid/Sour / Other: _____
 - (b) **COLOR:** None / Yellow / Brown / Green / Red / Gray / Other: _____
 - (c) **TURBIDITY:** None / Cloudy / Opaque
 - (d) **FLOATABLES:** None / Petroleum / Sheen / Sewage / Other: _____
 - (e) **DEPOSITS / STAINS:** None / Sediment / Oily / Other: _____
 - (f) **VEGETATION CONDITIONS (circle one):** Normal / Excessive Growth / Inhibited Growth
 - (g) **DAMAGE TO OUTFALL STRUCTURES:**
IDENTIFY STRUCTURE: _____
DAMAGE: None / Concrete Cracking / Peeling Paint / Metal Corrosion / Other: _____

6. ANALYSES OF OUTFALL FLOW SAMPLE:

* Field calibrate instruments in accordance with manufacturer's instructions prior to testing.

(a) **DETERGENTS:** _____ mg/L

(If sample is greater than 0.06 mg/L, the sample is contaminated with detergents [which may be from sanitary wastewater or other sources]. Further testing is required and this outfall should be given the highest priority.)

(if the sample is not greater than 0.06 mg/L and it does not show physical characteristics of sanitary wastewater [e.g., odor, floatables, and/or color] it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water. Skip to question #6c.)

(b) **AMMONIA (as N) TO POTASSIUM RATIO:** _____

(if the Ammonia to Potassium Ratio is greater than 0.6:1, then it is likely that the pollutant is sanitary sewage)

(If the Ammonia to Potassium Ratio is less than or equal to 0.6:1, then the pollutant is from another wash water source.)

(c) **FLUORIDE:** _____ mg/L

(If the fluoride levels are between 1.0 and 2.5 mg/L, then the flow is most likely from fluoride treated potable water.)

(If the sample tests below a detection limit of 0.1 mg/L for fluoride, it is likely to be from groundwater infiltration, springs or streams. In some cases, however, it is possible that the discharge could originate from an onsite well used for industrial cooling water, which will test non-detect for both detergents and fluoride. To differentiate between these cooling water discharges and groundwater infiltration, you will have to rely on temperature.)

(d) **TEMPERATURE:** _____ °F

(if the temperature of the sample is over 70°F, it is most likely cooling water)

(if the temperature of the sample is under 70°F, it is most likely from ground water infiltration)

**Woodbridge Township
Stormwater Pollution Prevention Plan**

7. Is there a suspected illicit connection? Y () N ()

If **"YES"**, what is the suspected source? _____

If **"NO"**, skip to signature block on the bottom of this form.

8. Has the investigation of the suspected illicit connection been completed?

Y () N ()

If **"YES"**, proceed to question #9.

If **"NO"**, skip to signature block on the bottom of this form.

9. Was the source of the illicit connection found? Y () N ()

If **"YES"**, identify the source. _____

What plan of action will follow to eliminate the illicit connection?

Resolution:

If **"NO"**, complete the Closeout Investigation Form and attach it to this Illicit Connection Inspection Report Form.

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

- If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.
- If there is no dry weather flow nor evidence of an intermittent flow, this form should be retained with your SPPP.

CLOSEOUT INVESTIGATION FORM

**Municipality
Information**

Municipality: Township of Woodbridge

County: Middlesex

NJPDES # : NJG0148857

PI ID #: 168353

Team Member: _____

Date: _____ Effective Date of Permit Authorization (EDPA): March 1, 2018

Outfall #:

Location:

Receiving Water Body:

Basis for Submittal:

- () A non-stormwater discharge was found, but no source was located within six months.
() An intermittent non-stormwater discharge was observed, and three unsuccessful investigations were conducted to investigate the discharge while it was flowing.

Describe each phase of your investigation, including dates. Attach additional pages as necessary:

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

Complete and attach this form to the appropriate Illicit Connection Inspection Report Form and submit with the Annual Report and Certification.

SPPP FORM 9 – YARD WASTE ORDINANCE/COLLECTION PROGRAM

**Municipality
Information**

Municipality: Township of Woodbridge County: Middlesex
NJPDES # : NJG0148857 PI ID #: 168353
Team Member/Title: Michael Gelin, Municipal Engineer
Effective Date of Permit Authorization (EDPA): March 1, 2018
Date of Completion: June 1, 2018 Date of most recent update:

The Township of Woodbridge Department of Public Works collects yard waste from all residents at least monthly starting October 1st and running through December 15th for each calendar year. Yard waste is also collected during the Spring. Woodbridge conducts approximately 100 special pickups during the winter months at residences. Woodbridge utilizes a street sweeper to conduct leaf pickups during the Spring.

For the remainder of the year, residents are encouraged, as needed, to drop off all yard wastes at the Township of Woodbridge's Public Works facility. Through an annual mailing, issued by the Township of Woodbridge, residents are notified of the yard waste collection schedule.

All residents of Woodbridge are required to use bio-degradable bags to contain their yard waste. Woodbridge does not collect non-containerized yard waste from its residents.

SPPP FORM 10 – ORDINANCES

**Municipality
Information**

Municipality: Township of Woodbridge County: Middlesex
NJPDES # : NJG0148857 PI ID #: 168353
Team Member: Michael Gelin & John Mitch / Municipal Engineer & Municipal Clerk
Effective Date of Permit Authorization (EDPA): March 1, 2018
Date of Completion: June 1, 2018 Date of most recent update:

For each ordinance, give the date of adoption. If not adopted, explain the development status:

Pet Waste: Existing Ordinance – Chapter 11 Section 5.5 “Animal Control”

Are information sheets regarding pet waste distributed with pet licenses? **Y (X) N ()**

Litter: Existing Ordinance – Chapter 3 Section 1 “Township of Woodbridge Anti-Litter Ordinance”

Improper Waste Disposal: Modification of Existing Ordinance – Chapter 23 Section 6.3

Wildlife Feeding: Adopted NJDEP model ordinance.

Yard Waste: Woodbridge has adopted the NJDEP model containerized yard waste ordinance.

Illicit Connections: Existing Ordinance – Chapter 28 Section 2.5a.

The Township of Woodbridge code enforcement officers and local police will enforce these ordinances. If someone is found to be in violation of an ordinance, they will be issued a written warning for first time offenses, and penalties will be issued for subsequent offenses.

Currently Woodbridge Township is distributing the **NJDEP Pet Waste Handout** with all new pet licenses issued within the Township.

SPPP FORM 11 – STORM DRAIN INLET RETROFITTING

**Municipality
 Information**

Municipality: Township of Woodbridge County: Middlesex
 NJPDES # : NJG0148857 PI ID #: 168353
 Team Member/Title: Michael Gelin, Municipal Engineer
 Effective Date of Permit Authorization (EDPA): March 1, 2018
 Date of Completion: June 1, 2018 Date of most recent update:

The Township of Woodbridge will use the NJDOT bicycle safe grate style and (if needed) a curb opening with a clear space no bigger than two inches across the smallest dimension.

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

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

N / A

SPPP FORM 12 – STREET SWEEPING & ROAD EROSION CONTROL

Municipality Information

Municipality: Township of Woodbridge County: Middlesex
 NJPDES # : NJG0148857 PI ID #: 168353
 Team Member/Title: Carmine Barbado / DPW Road Department
 Effective Date of Permit Authorization (EDPA): March 1, 2018
 Date of Completion: June 1, 2018 Date of most recent update:

STREET SWEEPING

Currently Woodbridge's street sweeper is in operation 5 days a week, weather permitting. Woodbridge currently has 9 street sweepers and typically operates 6 sweepers at any given time.

The following "predominantly commercial" roads fall subject to the street sweeping requirement:

Section of Woodbridge Twp.	PREDOMINANTLY COMMERCIAL AREA
Woodbridge	New Street; North James Street; Fulton Street; Pearl Street; Poillion
Fords	Lafayette Road; Egan Avenue
Menlo Park Terrace	Kelly Street; Menlo Ave.
Colonia	Inman Avenue, East Walnut
Iselin	Montague Ave.; Edward Street; Bradford Place; LaGuardia Ave.; Marconi Ave, Middlesex Ave.
Avenel	Lord Street; Crystal Street

All sweepings are stored under cover on an impervious surface at the DPW garage prior to off site disposal. Woodbridge's Street Sweeping Logs are included with this Form

Road Erosion Control Maintenance

The Township of Woodbridge will utilize the Public Works Department to monitor all their roads and streets for erosion problems during typical day to day operations. **All identified road erosion problems will be reported to the Road Department & Road Supervisor.**

Identified areas of erosion will be discussed and repairs prioritized. All maintenance personnel will then be assigned to the areas of concern, and the areas identified will be repaired in accordance with any applicable standards for Soil Erosion and Sediment Control in New Jersey.

The DPW Road Department will maintain this roadside erosion list. The status of the Roadside Erosion Control Maintenance Program will be included in the Annual Report and Certification.

Long Term Maintenance Program

Areas of reoccurring roadside erosion will be visited more frequently than other areas. Reoccurring problems, where necessary, will be referred to the Woodbridge municipal engineer if more permanent solutions are necessary. Roadside erosion projects will be indicated on Woodbridge's Annual Report & Certification.

SPPP FORM 13 – STORMWATER FACILITY MAINTENANCE

Municipality Information	Municipality: <u>Township of Woodbridge</u>	County: <u>Middlesex</u>
	NJPDES # : <u>NJG0148857</u>	PI ID #: <u>168353</u>
	Team Member/Title: <u>Carmine Barbado & Joe Kotowski / Road Dept, Road Dept, Waste Water</u>	
	Effective Date of Permit Authorization (EDPA): <u>March 1, 2018</u>	
	Date of Completion: <u>June 1, 2018</u>	Date of most recent update: _____

CATCH BASIN CLEANING

The Woodbridge Township Road Department will be managing the annual catch basin inspection & cleaning requirements of the Tier A Municipal Stormwater Permit. The Road Department will be working in coordination with the Woodbridge Sewer Department. Woodbridge Township will utilize jet vacs and vac trucks in order to properly maintain their stormwater inlets and catch basins.

CATCH BASIN CLEANING ALTERNATE SCHEDULE

Woodbridge will be using their existing snow plow routes and predefined areas in order to first inventory and identify those basins which need cleaning. Following this process, the Road Department and Waste Water Department will use available manpower and equipment to clean all catch basins in town which have accumulated debris and sediment.

In addition, Woodbridge Township will be instituting a grading system based on catch basin conditions during their maintenance program. During inspection, Woodbridge will grade all of their catch basins from Grade 1, which needs the most amount of cleaning up to Grade 4, which needs no cleaning at all.

Woodbridge will inventory & grade all of their storm drains & catch basins. Based on these results, Woodbridge will then prioritize all of their inlets and clean accordingly. Based on this method Woodbridge will be able to at least address all Grade 1 basins within the first year. The results of Woodbridge's catch basin cleaning operations will be indicated on their Annual Report and Evaluation.

Annually Woodbridge will evaluate the results of their catch basin cleaning operation and make changes as necessary.

Woodbridge, during catch basin cleaning operations will also be checking the condition of labels on the catch basins.

STORMWATER FACILITY MAINTENANCE PROGRAM

The Township of Woodbridge will implement a stormwater facility maintenance program to ensure that all stormwater facilities operated by the Township function properly. Woodbridge currently operates the following additional stormwater facility

Name: Green Street Detention Basin

Location: Green Street, Woodbridge

Size: 13.60 acres

This stormwater facility will be inspected annually to insure that it is functioning properly and it will be maintained as necessary. Woodbridge also maintains a number of culverts and swales. These facilities will be listed on Woodbridge's Stormwater Facility Maintenance Log, included with this form.

SPPP FORM 14 - OUTFALL PIPE STREAM SCOURING REMEDIATION

Municipality
Information

Municipality: Township of Woodbridge

County: Middlesex

NJPDES # : NJG0148857

PI ID #: 168353

Team Member/Title: Michael Gelin & Dennis Henry / Municipal Engineer & Director of DPW

Effective Date of Permit Authorization (EDPA): March 1, 2018

Date of Completion: June 1, 2018

Date of most recent update: _____

During Woodbridge's MS4 Outfall Pipe Mapping, Woodbridge will also be inspecting outfalls for signs of scouring. All sites in which scouring is identified will be placed on a prioritized list and repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. In addition, repairs that do not need NJDEP permits will be addressed first.

Woodbridge will follow-up each repair with an annual inspection of the site to ensure that scouring has not resumed. Outfall pipe stream scouring inspections will occur in conjunction with the outfall pipe mapping and/or illicit connection elimination program inspections.

Long Term Maintenance Program

Those outfall pipes in which scouring had been detected and addressed in the past will be inspected annually thereafter to ensure the outfall stabilization project was successful. Once it is determined that the scouring repairs have adequately mitigated any subsequent scouring, those outfalls can again be inspected only once during each 5-year permit iteration.

Woodbridge's Outfall Pipe Stream Scouring Log has been included with this form.

SPPP FORM 15 – DE-ICING MATERIAL STORAGE

Municipality
Information

Municipality: Township of Woodbridge

County: Middlesex

NJPDES # : NJG0148857

PI ID #: 168353

Team Member/Title: Dennis Henry / DPW Director

Effective Date of Permit Authorization (EDPA): March 1, 2018

Date of Completion: June 1, 2018

Date of most recent update:

Salt Storage at Woodbridge

The Township of Woodbridge is currently operating a salt storage dome located at the DPW facility in accordance with the "Maintenance Yard Operations" SBR. Woodbridge's salt dome is a permanent structure with an impermeable floor.

Inspections of Woodbridge's Salt dome will be recorded on the attached Log.

Sand Storage at Woodbridge

Currently the Woodbridge Township Parks Department uses clean sand for various municipal applications. Woodbridge will ensure that all sand stored on municipal property is kept at least 50 feet from a storm drain inlet.

Storage Area Inspections

Following the delivery of any salt or sand, Woodbridge DPW employees inspect the delivery location to maintain the above mentioned 50' setback. In addition, following heavy rain events, DPW employees inspect both salt and sand storage areas to ensure compliance with the SBR.

SPPP FORM 16 – STANDARD OPERATING PROCEDURES

Municipality Information	Municipality: <u>Township of Woodbridge</u> County: <u>Middlesex</u>	
	NJPDES # : <u>NJG0148857</u> PI ID #: <u>168353</u>	
Team Member/Title: <u>Dennis Henry/ DPW Director</u>		
Effective Date of Permit Authorization (EDPA): <u>March 1, 2018</u>		
Date of Completion: <u>June 1, 2018</u> Date of most recent update: April 30, 2018		
BMP	Date SOP went into effect	Describe your inspection schedule
Fueling Operations (including the required practices listed in Attachment D of Woodbridge’s NJPDES permit)	April 1, 2017	All fueling areas within Woodbridge Township will be inspected on a monthly basis. Collected stormwater inside of secondary containment areas will be inspected and documented prior to release into the environment.
Vehicle Maintenance (including the required practices listed in Attachment D of Woodbridge’s NJPDES permit)	April 1, 2017	Monthly inspections will be held to ensure compliance with the vehicle maintenance SOP.
Good Housekeeping Practices (including the required practices listed in Attachment D of Woodbridge’s NJPDES Permit)	April 1, 2017	Monthly inspections of all maintenance yards will be held to ensure compliance with the good housekeeping practices SOP.

SPPP FORM 17 – EMPLOYEE TRAINING

Municipality Information

Municipality: Township of Woodbridge County: Middlesex
 NJPDES # : NJG0148857 PI ID #: 168353
 Team Member/Title: Dennis Henry / DPW Director
 Effective Date of Permit Authorization (EDPA): March 1, 2018
 Date of Completion: June 1, 2018 Date of most recent update:

Course Topic	Who will attend
Waste Disposal Education	DPW employees, Recycling Program employees
Municipal Ordinances	Code enforcement and local police departments, DPW employees
Illicit Connection Elimination and Outfall Pipe Mapping	DPW employees
Street Sweeping	DPW employees
Stormwater Facility Maintenance	DPW employees
Road Erosion Control and Outfall Pipe Stream Scouring Remediation	DPW employees
Maintenance Yard Operations	DPW employees
Construction Activity / Post-Construction Stormwater Management in New Development and Redevelopment	DPW employees, Community Development Employees