

Stormwater Pollution Prevention Plan

Municipality: Haworth

County: Bergen

Permit Number NJG 0147915

Annual Review Date: Stormwater 3/4/24

Program Coordinator: Thomas Runge

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Thoma Runge, Foreman of Public Works	
Phone	201-384-1037	Email	trunge@haworthnj.org
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Christopher P. Statile, P.E., Borough Engineer	
Phone	201-337-7470	Email	cpstatile@aol.com
Name and Title			
Phone		Email	
Other Municipal Stormwater Team Members			
Name and Title		Bobby Sherrow, Construction Official	
Phone	201-384-4785	Email	rsherrow@haworthnj.org
Name and Title			
Phone		Email	rsherrow@haworthnj.org
Name and Title			
Phone		Email	
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
3/16/20	All	New format
3/18/21	All	Yearly Review
3/28/22	All	Yearly Review
3/4/23	All	Yearly Review

Form 3 – Public Announcements
Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.haworthnj.org/index.asp?SEC=1279D7B1-7CCE-4114-8A86-D5912130DE85
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Janet Gallagher, Court Administrator
3. List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.
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 Haworth provides public notice in a manner that complies with the requirements of that Act. Also, in regard to the passage of ordinances, the Borough 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.), The Borough complies with those requirements. Notices are posted in the Bergen Record, at Borough Hall and on the Township Website (www.haworthnj.org)

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.

An individual "development," as well as multiple developments that collectively result in: (1) The disturbance of one or more acres of land since 2/2/04;(2) creation of 1/4 acre or more of "regulated impervious surface" since 2/2/04; (3) creation of 1/4 acre or more of "regulated motor vehicle surface" since 8/1/20 or (4) combination that totals an area of 1/4 acre or more.

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 same as 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).

All new residential development and redevelopment projects are reviewed for compliance with the SCO and RSIS standards. The Planning Board ensures such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law.

Process:

Application submitted to Joint Planning Board

Application reviewed by Board Engineer and Board for compliance with SCO and RSIS.

Changes made, if required.

Project approved/denied by Planning Board via Resolution.

During construction, project inspected by Borough Engineer for compliance with approved plans and SCO/RSIS requirements.

<p>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.</p>
<p>Yes</p> <p>Borough Hall 300 Haworth Avenue Haworth, NJ 07641</p>
<p>5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.</p>
<p>Ordinance No. 21-01, adopted 2-23-2021, amended § 26-911 in its entirety. Prior history includes Ordinance No. 932.</p>
<p>6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.</p>
<p>Adopted January 2005 Master Plan Re-Examination - November 10, 2012 Master Plan Re-Examination - October 21, 2020</p>

Form 5 – Ordinances
Part IV.F.1.

Ordinance	Date Adopted	Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.	Entity Responsible for Enforcement	Fees & Fines
1. Pet Waste	09/14/04	Yes	Police/Health	\$____ 25-100
2. Wildlife Feeding	09/14/04	Yes	Police/Health	\$____ 25-100
3. Litter Control	09/14/04	Yes	Police/Health	\$____ 250
4. Improper Disposal of Waste	09/14/04	Yes	Police/Health	\$____ 25-100
5. Yard Waste	09/14/04	Yes	Police	\$____ 25-100
6. Private Storm Drain Inlet Retrofitting	08/01/10	Yes	PD/Construction	\$____ 500
7. Illicit Connections	9/14/04	Yes	Construction	\$____ 100-250
8. Privately-Owned Salt Storage	March 2024	Yes	PD/Construction	\$____ 500
9. Tree Removal- Replacement	March 2024	Yes	PD/Construction	\$____ varies
List any additional stormwater-related ordinances the municipality has adopted that address issues beyond the scope of the MS4 permit. Include adoption date, entity responsible for enforcement, and related fees and fines.				
None				
Indicate the location of records associated with ordinances and related violations and enforcement actions below.				
Borough Hall 300 Haworth Avenue Haworth, NJ 07641				

Form 6 – Street Sweeping

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

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

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

All municipal roads have inlets that discharge to surface waters and are/will be swept at least 3 times per year.

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

Performed by Department of Public Works.

Form 7 – MS4 Infrastructure
Part IV.F.2-4. and Part IV.G.2-3.

1. Municipal Storm Drain Inlets

- a. Describe how you ensure that municipal inlets without permanent wording cast into the design have been properly labelled.
- b. Describe how you ensure that municipal and private storm drain inlets have been retrofitted.
- c. Describe how you ensure that newly installed storm drain inlets include corresponding catch basins or other BMPs to collect solids.
- d. Describe when and how you conduct inspections of storm drain inlets and the criteria used to determine when they need to be cleaned.

All inlets have been previously inspected and labeled properly.

All improvement projects on municipal and private roads require the retrofitting of catch basins.

All newly installed storm drains must be approved and inspected by the Borough Engineer for compliance with BMPs.

The DPW inspects all storm drain inlets annually. Cleaning is based on visual inspection.

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.

The DPW inspects all catch basins annually.

Cleaning is based on visual inspection for debris.

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 are conducted on an annual basis where problems or issues like blockages or improper draining arise. Pipes are jetted or inspected with cameras when required.

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.

Outfalls are visually inspected every two years to detect stream scouring. Any stream scouring or outfall maintenance is addressed during these inspections.

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.

Illicit discharge detection is an ongoing process. Completed construction projects near streams are inspected to insure no new outfalls are installed. Inspection for illicit discharges is conducted during inspections of mapped outfalls. Cases of illicit discharge are reported.

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.

No other MS4 infrastructure exists.

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.

Annual reports to the Borough are required for all new privately owned stormwater facilities. These reports include inspection and maintenance including cleaning. Operation and Maintenance Manuals are required with new site plans. The manuals must be recorded with the County Clerk and require the filing of Annual reports.

The only stormwater facility not owned or operated by the municipality is at Lake Estates (110 Mason Court).

8. Infrastructure Records

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

Department of Public Works, Borough of Haworth, 261 Park Street
Haworth, NJ 07641

Form 8 – Community-wide Measures

Part IV.F.2.

<p>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.</p>
<p>Herbicide applications are performed by an outside contractor that is required to follow all BMPs.</p>
<p>2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.</p>
<p>No deicing material is stored outside the salt shed.</p>
<p>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.).</p>
<p>Roadside vegetative waste generated is temporarily stored in proper containers and then transported to an outside recycling center.</p>
<p>4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.</p>
<p>Roadside erosion control is evaluated through visual inspection. Repairs, if required, are performed by outside contractors who must follow BMPs.</p>

Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: 1

1. Site Name and Address	
Department of Public Works, Borough of Haworth, 261 Park St, Haworth, NJ 07641	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
Inspection logs kept on-site. Inspections by DPW Superintendent.	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Salt	Trucks
Waste Material	Backhoe
Fuel in tanks	Plows

<p>4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>
<p>There is no secondary containment.</p>
<p>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.</p>
<p>Yes. There are spill kits and absorbent towels available on site. There is a fuel spill containment device. Any leaks trigger an alarm, which is immediately responded to and corrected.</p>
<p>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.</p>
<p>All vehicle maintenance is conducted indoors.</p>
<p>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.</p>
<p>There is no equipment or vehicle washing done on site.</p>

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 secure, contained shed, which is annually inspected to ensure no seepage. Trucks are backed into the shed and salt is transferred. Excess salt is swept into the shed.

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.

All aggregate materials and wood chips are temporarily stored in proper covered containers and transported to an outside recycling center. Leaf compost is stored on-site. A Drainage Control Plan is followed.

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.

All cold patch asphalt is stored in sealed containers and indoors.

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.

Street sweepings and storm sewer cleanout materials are temporarily stored in proper containers and transported to an outside recycling center.

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 construction or demolition waste is stored. Wood waste and yard trimmings are temporarily stored in proper containers and transported to an outside recycling center.

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.

Scrap tires are accepted from the public. Municipally generated scrap tires are stored inside until they are transported to an outside recycling center.

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 inoperable vehicles or equipment is stored on-site.

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
The Stormwater Program Coordinator (SPC) must complete mandatory Department training regarding their responsibilities to implement the stormwater program in their municipality. The Department will conduct this free training via an interactive webinar which shall be offered approximately twice each year. The SPCs are required to attend this training within EDPA + 36 months and once per permit cycle thereafter.

Topic	Municipal Employees
Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos	
Describe the training provided for municipal staff.	
SPPP	In person, field training, videos.
Construction Site Stormwater Runoff	In person, field training, videos.
Post-Construction Stormwater Management in New and Redevelopment	In person, field training, videos.
Community-wide Ordinances	In person, field training, videos.
Community-wide Measures	In person, field training, videos.

Stormwater Facilities Maintenance	In person, field training, videos.
Municipal Maintenance Yards and Other Ancillary Operations	In person, field training, videos.
MS4 Mapping	In person, field training, videos.
Outfall Stream Scouring	In person, field training, videos.
Illicit Discharge Detection and Elimination	In person, field training, videos.

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
All design engineers, municipal engineers, and others who review the stormwater management design for development and redevelopment projects on behalf of the municipality must have completed this mandatory Department provided training. Information regarding this training can be found at https://dep.nj.gov/stormwater/stormwater-management-design-review-course

Municipal Board and Governing Body Members

Describe the training provided for members of the planning/zoning board and municipal council.

Within 6 months of commencing duties, watch Asking the Right Questions in Stormwater Review Training Tool. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member.

Training is in the form of online videos, posted at www.nj.gov/dep/stormwater/training.htm.

Training Records

Indicate the location of training records for the above required training.

Borough Hall, 300 Haworth Avenue, Haworth, NJ 07641

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
https://www.haworthnj.org/index.asp?SEC=1279D7B1-7CCE-4114-8A86-D5912130DE85	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	68
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	0
c. MS4 interconnections	0
d. MS4 storm drain inlets	475
e. MS4 manholes	108
f. Length of conveyance (channels, pipes, ditches, etc.)	unknown
g. MS4 pump stations	0
h. MS4 stormwater facilities (any that are not listed above)	1
i. Maintenance yard(s) and other ancillary operations	1
3. Describe how the municipality's outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).	
<p>All MS4 infrastructure changes require the approval from the Planning Board. Mapping will be updated as part of the approval process.</p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<p>All new MS4 infrastructure requires approval from the Joint Planning Board. Mapping will be updated as part of the approval process.</p>	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
Underway Solicit input from stakeholders, including residents, business owners, owners of private stormwater facilities and other municipalities and/or dischargers to the subwatershed(s) to be involved in the Plan development process. Conduct semi-annual public information sessions throughout the development of the Plan. These sessions could be included on the agenda for town council (or equivalent) meetings.
2. Describe any regional projects or collaboration efforts with other municipalities.
None
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
Borough Hall, Borough of Haworth, 300 Haworth Avenue, River Vale, NJ 07641