

Stormwater Pollution Prevention Plan

Borough of Mountainside

Union County

Permit Number(NJG0154946)

Annual Review Date: 5/1/2023

Stormwater Program Coordinator: Michael Disko

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		<i>Michael Disko, Borough Engineer</i>	
Phone	<i>908-232-2409 x249</i>	Email	<i>mdisko@mountainside-nj.com</i>
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		<i>Michael Disko, PE</i>	
Phone	<i>908-232-2409 x249</i>	Email	<i>mdisko@mountainside-nj.com</i>
Name and Title			
		Email	
Other Municipal Stormwater Team Members			
Name and Title		<i>Matthew Deanna</i>	
Phone	<i>908-232-2409 x248</i>	Email	<i>mdeanna@mountainside-nj.com</i>
Name and Title		<i>Martha Lopez, Borough Clerk</i>	
Phone	<i>908-232-2400 x237</i>	Email	<i>mlopez@mountainside-nj.com</i>
Name and Title		<i>Jerry Eger</i>	
Phone	<i>908-232-2400</i>	Email	<i>jeger@mountainside-nj.com</i>
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	

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

1. Provide the link to the dedicated stormwater webpage for your municipality.
Stormwater - Mountainside, NJ (mountainside-nj.com)
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
<i>Matthew DeAnna, Public Works Supervisor</i>
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.
<i>Newspapers: The Local Source & The Star Ledger for Public Meetings and adoption of public notices/ordinances Social Media: Mountainside, NJ-Union County Facebook page Webpage: Borough of Mountainside stormwater webpage & Public Meeting Agendas and Minutes postings Mailings: Annual Pet Waste Mailing goes out with pet license renewals Digital Message Board: Scheduled activities advertised on outdoor sign at Municipal Building</i>

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

Part IV.E.

<p>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.</p>
<p><i>The Borough of Mountainside defines “Major Development” as per the model definition from the March 2, 2021 Stormwater Management Rules at N.J.A.C.7:8-1.2. The Borough of Mountainside did not elect to be more stringent than the NJDEP definition.</i></p>
<p>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.</p>
<p><i>The Borough of Mountainside stormwater control ordinance (SCO) was written from the NJDEP model ordinance. The SCO is not more stringent than the model SCO.</i></p>
<p>3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).</p>
<p><i>If the Borough of Mountainside undertakes a major development project, the Borough Engineer or licensed project consultant would be responsible for designing the stormwater management plans. These projects are reviewed by the Land Use Board (Combined Planning Board/Board of Adjustment) Engineer since designers may not be responsible for reviewing their own plans.</i></p> <p><i>For non-municipal projects, the Land Use Board Engineer reviews the stormwater management design for compliance with the water quality, water quantity, groundwater recharge and green infrastructure design standards as per N.J.A.C. 7:8. If the project is deemed compliant with the Stormwater Management Rule and the Borough’s Stormwater Control Ordinance, it is presented to Mountainside’s Land Use Board for review and approval.</i></p> <p><i>Throughout construction, the Borough’s Code Enforcement Officer, Land Use Board Engineer or Borough Engineer, depending on the jurisdiction of the project, inspects the construction sites at project milestones to ensure that the project is constructed in accordance with the approved development plans.</i></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	<i>6/15/2004</i>	<i>Yes</i>	<i>Police & Health Dept.</i>	<i>100</i>
2. Wildlife Feeding	<i>2/15/2005</i>	<i>Yes</i>	<i>Police, Animal Control & Health Dept.</i>	<i>\$100</i>
3. Litter Control	<i>10/18/2005</i>	<i>Yes</i>	<i>Police & Bd. of Health</i>	<i>\$100</i>
4. Improper Disposal of Waste	<i>10/18/2005</i>	<i>Yes</i>	<i>Police Department</i>	<i>\$100</i>
5. Yard Waste	<i>10/18/2005</i>	<i>Yes</i>	<i>Police & Public Works Department</i>	<i>\$100</i>
6. Private Storm Drain Inlet Retrofitting	<i>6/16/2009</i>	<i>Yes</i>	<i>Police Department</i>	<i>\$100 Min.</i>
7. Illicit Connections	<i>6/16/2009</i>	<i>Yes</i>	<i>Police Department</i>	<i>\$100 Min.</i>
8. Privately-Owned Salt Storage		<i>N/A</i>	<i>Code Enforcement</i>	<i>\$___</i>
9. Tree Removal-Replacement		<i>N/A</i>	<i>Code Enforcement</i>	<i>\$___</i>
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.				
<i>1/17/2006 Stormwater Facilities Maintenance</i>				
Indicate the location of records associated with ordinances and related violations and enforcement actions below.				
<i>Township Clerk's office, Board of Health office, or Police Department office</i>				

Form 6 – Street Sweeping

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

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

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

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

The Borough of Mountainside contracts with the Township of Clark to sweep per the schedule attached above.

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

Sweeping is outsourced as described above.

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.

The municipality upgraded all inlets under the 2004 introduction of the Municipal Stormwater Management Plan. These facilities were likely treated by epoxy discs/labels. Subsequently, when roads/streets are paved the catch basin inlets are examined by Engineering staff to determine if new castings are recommended to satisfy labeling, bicycle safety and floatable control. If a casting is replaced or reconstructed, the new material is permanently labeled.

Public Works Department personnel conduct yearly inspections of all catch basins and drainage structures. If labeling methodology needs retrofitting, Public Works crews perform the retrofitting or alert the Borough Engineer. Catch basins are inspected and cleaned on a yearly basis. Areas subject to flooding are cleaned more frequently.

For private entities, storm drains are reviewed to determine if retrofitting is required, during site plan or zoning review procedures. When private roads or parking lots are repaved, all inlets are upgraded for floatable control.

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 Borough of Mountainside owns and operates 1080 catch basins/inlets. The catch basins are depicted on municipal storm sewer maps. The Borough performs annual inspection of each catch basin.

Public Works staff are trained to remove debris from catch basin interiors and on grates. Personnel are experienced in knowing which catch basins require more frequent inspections.

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.

The predominant conveyance system consists of storm sewer pipes, overwhelmingly reinforced concrete pipes. The Public Works Department inspects catch basins annually to minimize debris collection and ensure full capability. Further any complaints of localized flooding are inspected post rainfall event, at the latest.

The Borough of Mountainside does not have television camera inspection equipment. Any required television inspection work requires contracting with private vendors.

The Borough of Mountainside also inspects outfalls on an annual basis.

4. Municipal Outfall Inspections – Stream Scouring

Describe the program in place to detect, investigate, and control localized stream scouring from stormwater outfalls. Include a description of the equipment and techniques used.

The Borough of Mountainside has prepared an outfall discharge map. One hundred seventy-six (176) outfalls are located within the Borough. Public Works personnel note if stream scouring is evident. If scour is present, structural or granular (rock) bedding/protection is likely required.

All identified scour problems will be evaluated for remediation. Restoration will be made in accordance with the Soil Erosion and Sediment Control Standards in New Jersey. If NJDEP jurisdiction is impacted, bank stabilization and conduit outlet protection will adhere to Flood Hazard Area standards at N.J.A.C. 7:13. Prioritization of repairs will be based upon extent of scour, potential safety hazard, and NJDEP permit issues.

All pertinent repair records including the date, location, repair type, and copies of applicable NJDEP permits will be kept in the Engineering Department. Past repairs will be inspected annually to ensure scouring has not resumed. Appropriate repairs will be made at those outfall locations where such resumption has occurred.

5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination

Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfalls. Include a description of the equipment and techniques used. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form from the Department's main stormwater webpage.

The Borough of Mountainside has prepared an outfall discharge map. One hundred seventy-six outfalls are located within the Borough. Public Works personnel note if illicit discharges are evident. If discharge is present, the Borough investigates to determine source of discharge. Dry-weather investigations are performed.

If an illicit discharge is detected, the Borough will notify the property owner(s) of their violation of the Illicit Connection Ordinance. Structural or granular (rock) bedding/protection is likely required.

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.

Not applicable. The Borough does not own or manage any Infiltration basins or manufactured Treatment Devices, at this time.

7. Stormwater Facilities Not Owned or Operated by the Municipality

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

The Land Use Board (Combined Planning Board/Board of Adjustment) mandates Maintenance Manuals for all Major Developments. For water quantity and water quality facilities, regular inspections are to be performed. The Borough will request yearly copies of maintenance activities.

8. Infrastructure Records

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

The Public Works Department maintains records of infrastructure inspections and cleanings and repairs. If Engineering gets involved, copies of bids, quotes, and repairs are kept on file.

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><i>The Borough of Mountainside does not apply herbicides at all. We do all de-vegetation by mowing or clipping and have not experienced erosion because of this practice.</i></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><i>The Borough of Mountainside Public Works Department staff are trained to shovel up excess salt piles that remain on roadways and parking areas within three days (72 hours) after the storm is over, conditions permitting. The salt is collected in trucks and reused during the next storm.</i></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><i>DPW staff use mower bags to collect grass clippings in some areas. The clippings are transported to the Union County facility located in Springfield, NJ. Tree branches that result from trimming activities are also collected and brought back to the County yard.</i></p> <p><i>For instances where mower bags are not used, DPW staff are instructed to mow those areas so they can direct the exit chute from the mower back onto the grass itself, and not out into the street, parking areas or area near storm drain inlet, etc.</i></p>
<p>4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.</p>
<p><i>The Borough of Mountainside does not have any gravel roads. The overwhelming majority of streets are curbed, or alternatively have maintained lawns meeting the pavement. When annual catch basin inspections are performed, DPW staff note any road pavement issues.</i></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: 2

1. Site Name and Address	
<i>Mountainside Public Works Garage (Municipal Building & Rescue Squad Building) 1385-1399 Route 22 East Mountainside, NJ 07092</i>	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
<i>Daily inspections are conducted by DPW staff during daily operations. Trained DPW crew members perform physical visual inspections of the entire site at least once a month to ensure that all materials and machinery stored outside are stored in such a way that minimizes exposure to stormwater, ensuring the materials are on impervious surfaces, as required, and completely covered. Remedial actions taken during inspections, as well as those that are still needed, are noted in the inspection log. Follow-up actions are scheduled for completion within one week. The Borough maintains no liquid storage containers. We keep all inspection records in the DPW office at the Municipal Building.</i>	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
	<i>Backhoe</i>
	<i>Pick-up trucks</i>
	<i>Dump Trucks</i>
4. Discharge of Stormwater from Secondary Containment	
Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.	
<i>No outdoor containers are utilized.</i>	

<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><i>No fueling occurs on site. Fueling occurs off-site at County and private facilities.</i></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><i>No vehicle maintenance is performed at this site. All maintenance activities are outsourced to private entities.</i></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>Vehicles are not washed at this site.</p>
<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.</p>
<p><i>N/A. The Borough of Mountainside does not operate a salt storage facility at this site.</i></p>
<p>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.</p>
<p><i>N/A. We do not store these materials on site.</i></p>
<p>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.</p>
<p><i>N/A, we do not store cold patch on-site.</i></p>

<p>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.</p>
<p><i>N/A, we do not store cold patch or other materials at this site.</i></p>
<p>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.</p>
<p><i>N/A, we do not store these materials at this site.</i></p>
<p>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.</p>
<p><i>N/A, the Borough of Mountainside does not store scrap tires.</i></p>
<p>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.</p>
<p><i>N/A, we do not store inoperable vehicles onsite.</i></p>

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: 2

<p>1. Site Name and Address</p>
<p><i>Mountainside Salt Storage Facility 1329 Route 22 East Mountainside, NJ 07092</i></p>
<p>2. Monthly Site Inspections Describe the nature of inspections conducted at this site and the location of inspection logs.</p>

Daily inspections are conducted by DPW staff during daily operations. Trained DPW crew members perform physical visual inspections of the entire site at least once a month to ensure that all materials and machinery stored outside are stored in such a way that minimizes exposure to stormwater, ensuring the materials are on impervious surfaces, as required, and completely covered. Remedial actions taken during inspections, as well as those that are still needed, are noted in the inspection log. Follow-up actions are scheduled for completion within one week. No storage containers are used at the site. We keep all inspection records in the DPW office located at 1385 Route 22.

3. Inventory List

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

Materials	Machinery/Equipment
<i>Salt deicing materials</i>	<i>Pick-ups</i>
	<i>Dump Trucks</i>

4. Discharge of Stormwater from Secondary Containment

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

No outdoor containers are utilized.

5. Fueling Operations

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

No fueling occurs on site. Fueling occurs off-site at County and private facilities.

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.

N/A, no vehicle/equipment maintenance and repair is performed at this location.

<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><i>N/A, no washing is done at this site.</i></p>
<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.</p>
<p><i>Road salt is seasonally stored in a permanent structure with fabric roof covering. . Materials are pushed back away from the entrance and into the structure, so precipitation does not reach the materials. Staff responsible for loading/unloading road salt to spreaders are required to sweep spilled salt back into the main salt pile daily to minimize tracking of materials.</i></p>
<p>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.</p>
<p><i>None of these materials are stored at this site.</i></p>
<p>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.</p>
<p><i>N/A, these materials are not stored at this site.</i></p>
<p>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.</p>
<p><i>Our cleanout materials are disposed/transported directly to private waste haulers. No storage of these materials occurs at this site.</i></p>
<p>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.</p>
<p><i>None of these materials are stored at this site.</i></p>

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.

N/A, the Borough of Mountainside does not store scrap tires.

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.

N/A, we do not store inoperable vehicles onsite.

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
<p><i>The Stormwater Program Coordinator (SPC) attends NJDEP training every permit cycle. Training covers the SPC responsibilities, permit conditions, annual reporting, and required submissions and documentations. The training is offered by NJDEP.</i></p>

Topic	Municipal Employees
Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos	
Describe the training provided for municipal staff.	
SPPP	<p>The Borough of Mountainside trains staff whose job duties support the stormwater program. Training on site specific details in the SPPP, review MS4 permit requirements, and record keeping is conducted annually via combined in-person/virtual training.</p> <p>This and all these training modules listed below are also recorded and made available for informational purposes for staff to re-review certain material presented, and for any absent or new staff, or staff that takes on new responsibilities prior to the next training session</p>
Construction Site Stormwater Runoff	<p><i>Staff responsible for inspections of construction projects that disturb one acre of soil or more, are trained annually on related MS4 permit conditions. Property owners must obtain a 5G3 permit from NJDEP prior to commencement of construction activities and must comply within their approved soil erosion and sediment control plan.</i></p>
Post-Construction Stormwater Management in New and Redevelopment	<p><i>Staff responsible for implementing stormwater permit requirements receive training. Training explains the definition of major development and the interconnection among the Stormwater Management rules at N.J.A.C. 7:8, the Storm Township SCO, stormwater permit conditions, the Department’s BMP Manual, and Guidance Documents. For example, we identify where the Department’s maintenance guidance is available on the website for DPW staff reference when an approved maintenance plan does not exist.</i></p>
Community-wide Ordinances	<p><i>Staff responsible for approving and/or enforcing stormwater-related ordinances receive annual training on related MS4 permit conditions and to review the purpose of each ordinance and what steps to take if violations are reported.</i></p>
Community-wide Measures	

	<i>Staff responsible for conducting activities associated with community wide stormwater management measures attend annual training to discuss the MS4 permit requirements and town specific measures employed to comply with the street sweeping, storm drain inlets (labeling, retrofitting, and installations), herbicide application, de-icing operations, roadside vegetative waste, and roadside erosion control requirements, where applicable. Information is also presented regarding current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work</i>
Stormwater Facilities Maintenance	<i>Staff responsible for conducting activities associated with inspections, maintenance and repair of stormwater infrastructure attend annual training on the MS4 related permit requirements. This training details what infrastructure is to be maintained according to approved manufacturers' maintenance plans, versus the remaining infrastructure that is to be maintained according to the NJDEP's BMP Manual. Training also includes requirements for current BMPs, safety equipment and procedures, frequency of activities, and proper documentation of work. All types of stormwater infrastructure in the Borough of Garwood are addressed in the training, which includes but is not limited to storm drain inlets, catch basins, piped and open swale MS4 conveyances, stormwater infiltration basins, and manufactured treatment devices.</i>
Municipal Maintenance Yards and Other Ancillary Operations	<i>Staff responsible for conducting activities associated with our municipal maintenance yard attend annual training to discuss related MS4 permit conditions, current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.</i>
MS4 Mapping	<i>The Borough Engineer, Michael Disko, prepares and submits our electronic mapping of stormwater infrastructure, and attends annual training to review MS4 permit requirements for electronic mapping.</i>
Outfall Stream Scouring	<i>Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of stream scouring as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.</i>
Illicit Discharge Detection and Elimination	<i>Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of illicit discharge as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.</i>

Stormwater Management Design Reviewers

Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
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Individuals who review and approve stormwater management designs for major developments on behalf of the municipality are required under the MS4 permit to attend the mandatory NJDEP Stormwater Management Design Review course at least once every 5 years. They are required by the MS4 permit to also attend mandatory NJDEP training on amendments to the stormwater management rules at N.J.A.C. 7:8. The Borough Engineer/Land Use Board Engineer's training on this topic is current, occurring two years ago.

Municipal Board and Governing Body Members

Describe the training provided for members of the planning/zoning board and municipal council.
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Within 6 months of joining town council or the planning or zoning board, each member is required under the MS4 permit to watch the NJDEP video titled, Asking the Right Questions in Stormwater Review https://nj.gov/dep/stormwater/asking_the_right_questions.html. Each term thereafter, members are required to watch another NJDEP video from the choices provided on the stormwater training webpage:

Stormwater Management Rules Applicability <https://nj.gov/dep/stormwater/training.htm>

Stormwater Management Rules Planning <https://nj.gov/dep/stormwater/training.htm>

*Stormwater Management Rules Design & Performance
<https://nj.gov/dep/stormwater/training.htm>*

Stormwater Management Rules Safety <https://nj.gov/dep/stormwater/training.htm>

*Stormwater Management Through General Permit for MS4s
<https://nj.gov/dep/stormwater/training.htm>*

Training Records

Indicate the location of training records for the above required training.
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Borough of Mountainside/Union County/NJPDES# NJG0154946/5/31/2023

Logs of all training performed by DPW staff are kept at DPW offices. Logs of engineering training are kept at Engineering offices. Other documentation is kept in the Borough Clerk's files.

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
https://springfield-nj.us/departments/engineering/stormwater-information/	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	176
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	0
c. MS4 interconnections	0
d. MS4 storm drain inlets	1080
e. MS4 manholes	100
f. Length of conveyance (channels, pipes, ditches, etc.)	30 miles est.
g. MS4 pump stations	0
h. MS4 stormwater facilities (any that are not listed above)	0
i. Maintenance yard(s) and other ancillary operations	2
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><i>DPW and Engineering staff will coordinate with the Planning Board and Board of Adjustment Engineer each year to discuss any new major development projects happening around town throughout the year. All infrastructure being built for those projects are coordinated with the Borough Engineer so they may be mapped, and the corresponding data is submitted to our MS4 Case Manager.</i></p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<p><i>We plan to continue working with the Borough Engineer to complete the MS4 Infrastructure Map. Their staff will work with our DPW staff to locate and map all stormwater infrastructure around town until all infrastructure is mapped. The Engineer will then convert all data into Shape files and submit to our MS4 Case Manager before the mapping deadline of 01 Jan 2026.</i></p>	

Form 12 – Watershed Improvement Plan

Part IV.H.

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

The Borough of Mountainside is gathering data to meet the requirements for the phase 1, Watershed Inventory Report, which is due and will be posted on our stormwater webpage by 01/01/2026. We have been expanding on our stormwater infrastructure map to include these requirements. We will include other stakeholders in our discussions to identify opportunities for public participation and education sessions.

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

No regional projects have been planned at this time.

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

Logs of all comments received during public information sessions and minutes from meetings will be kept in the Borough clerk's office.