

Highway Agency
Stormwater Pollution
Prevention Plan

CAPE MAY COUNTY
PUBLIC WORKS
NJPDES # NJG 0153869
4/30/2020

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SPPP Form 1 – SPPP Team Members

| Stormwater Program Coordinator (SPC) | |
|--|--|
| Print Name and Title | Nancy Mauro, P.E./ PW Administrator |
| Office Phone # and Email | 609-465-1035 |
| Signature and Date | |
| Individual Responsible for Major Development Project Stormwater Management Review | |
| Please see training requirements for stormwater management reviewers on Form 13. | |
| Print Name and Title/Affiliation | Mary Bradley Staff Engineer/ Cape May County |
| Print Name and Title/Affiliation | |
| Other SPPP Team Members | |
| Print Name and Title/Affiliation | Alice Gibson Staff Engineer & Planning Board Reviewer |
| Print Name and Title/Affiliation | Jason Downie GIS Planner/ Cape May County |
| Print Name and Title/Affiliation | |
| Print Name and Title/Affiliation | |

SPPP Form 3 – Public Involvement and Participation Including Public Notice

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| Website where the Stormwater Pollution Prevention Plan (SPPP) is posted online: | https://capemaycountynj.gov/601/Public-WorksCounty-Engineer |
| Physical Location and/or website where records of public notices, meeting dates, minutes, etc. are kept: | |
| Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of its MS4 stormwater program: | |
| <p>For any meetings where public notice is required under the Open Public Meetings Act ("Sunshine Law", N.J.S.A. 10:4-6 et seq.), the County provides public notice in a manner that complies with the requirements of that Act. The County Freeholder Office prepares all Public Notices required by this program.</p> | |

PPP Form 4 – Public Education and Outreach

This is only required for Highway Agencies that own or operate rest areas and/or service areas.

5 Point System: Each year, Highway Agencies that own or operate rest areas and/or service areas must conduct activities related to educating the public on stormwater pollution prevention. Sample activities include posting stormwater information on their website or social media, running local ads, posting signs at green infrastructure sites, posting stormwater signs, billboards, or murals at rest/service areas, presenting a stormwater related display or materials at rest/service areas, and providing pet waste bags at rest/service areas.

Permittees must earn at least 5 points as described in Attachment B of the permit. Describe how you are meeting the minimum 5-point requirement.

Cape May County does not own or operate rest areas and/ or services areas along the County roadway system; therefore, this does not apply to our highway agency.

Records: Indicate where public education and outreach records are maintained.

The AmeriCorps Watershed Ambassador for Cape May County is staffed at the CMC Municipal Utilities Authority in CMCH. Each year a new Ambassador is assigned to meet with local schools and organizations to educate the public on watershed and stormwater issues.

SPPP Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program

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| <p>Major Development: How does the permittee define ‘major development’?</p> |
| <p>“Major development” means any development that is disturbing one or more acre of land and a net increase of one-quarter (1/4) acre or more of impervious surface.</p> |
| <p>Approval Process: Describe the process for reviewing and approving major development project applications for compliance with the stormwater management rules at N.J.A.C. 7:8 et seq. Attach a flow chart if available. Provide the location of the mitigation plan (if one exists) to allow for alternative locations or designs.</p> |
| <p>Any new development and redevelopment projects designed by the County or one of its consultants, will be in accordance with the permit requirements for such projects. The County's Annual Report will list these projects.</p> |
| <p>Records: Indicate the location of approved applications for major development projects.</p> |
| <p>There are no major development projects that have been approved by the County this year. If there was it would be located under the County project file.</p> |

SPPP Form 6 – Regulatory Mechanisms

| Regulatory Mechanism | Date of Adoption | Website | Entity Responsible for Enforcement |
|---|------------------|---|--|
| 1. Pet Waste Control Permit cite IV.B.5.a.i. | 6/27/06 | http://nj-capemaycounty.civicplus.com/601/Public-WorksCounty-Engineer | Cape May County Public Works/ Engineering Department |
| 2. Wildlife Feeding Control Permit cite IV.B.5.a.ii. | 6/27/06 | http://nj-capemaycounty.civicplus.com/601/Public-WorksCounty-Engineer | Cape May County Public Works/ Engineering Department |
| 3. Litter Control Permit cite IV.B.5.a.iii. | 6/27/06 | http://nj-capemaycounty.civicplus.com/601/Public-WorksCounty-Engineer | Cape May County Public Works/ Engineering Department |
| 4. Improper Disposal of Waste Permit cite IV.B.5.a.iv. | 6/27/06 | http://nj-capemaycounty.civicplus.com/601/Public-WorksCounty-Engineer | Cape May County Public Works/ Engineering Department |
| 5. Illicit Connection Prohibition Permit cite IV.B.5.a.vii. | 6/27/06 | http://nj-capemaycounty.civicplus.com/601/Public-WorksCounty-Engineer | Cape May County Public Works/ Engineering Department |

Records: Indicate the location of records associated with the regulatory mechanisms above and related enforcement actions.

The County passed resolution No. 546-06 to adopt and implement the stormwater management standards. The County Engineer has the authority to impose rules, regulation, policies and procedures in order to enforce stormwater issues.

SPPP Form 7 – Litter Pick-Up Program

Roadside Clean-up: Describe the program and schedule for roadside clean-up of trash and debris.

The County does not operate any service areas. The County will continue with its current roadside litter collection program. The County road department conducts routine litter pickups along County roads. Work is documented in the Pubworks software program.

Rest/Service Area Trash/Recycling Collection: For Highway Agencies that own or operate rest/service areas, describe the program and schedule for regular collection of trash from litter and recycling receptacles at those locations.

The County does not operate any service areas.

Records: Indicate the location of records, including the dates and amount of materials collected from roadside clean-ups.

Roadside clean -ups and records are completed by the road department. The logs recorded are kept in a file that can be accessed by the department and the stormwater program coordinator.

SPPP Form 8 – Street Sweeping

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| <p>Street Locations: Attach a map or describe the location of all streets and paved parking lots that are owned or operated by the permittee.</p> <ul style="list-style-type: none">a. Indicate which segments of limited-access roads have storm drain inlets or discharge directly to surface water.b. Indicate which segments of non-limited-access roads have storm drain inlets or discharge directly to surface water.c. Indicate which segments of roads do not have storm drain inlets or do not discharge directly to surface water. |
| <p>The link below is a map of all Cape May County Roads file:///C:/Users/Engineers/AppData/Local/Temp/Temp1_Cape%20May%20County%20Road%20Map%20Front%20Side_201504301454429193%20(1).zip/County%20Road%20Map2.pdf</p> <ul style="list-style-type: none">a. None of Cape May County Roads are considered limited -access roadsb. Most if not all of the County Roads have stormwater inlets therefore all of the county roads are grouped in this categoryc. All (TBD) Cape May County Roads have inlets or discharge directly into surface water |
| <p>Schedule: Describe the sweeping schedule for all streets and paved parking lots that are owned or operated by the permittee.</p> |
| <p>Since all the County roads fall into the category non- limited- access roads with inlets, the County is now required to sweep all the County roads Tri-annually. The County has two divisions of the road department with an upper and lower section. Street sweeping will be divided between both divisions.</p> |
| <p>Records: Indicate the location of records, including sweeping dates, areas swept, number of miles swept, and total amount of materials collected each month.</p> |
| <p>Records are maintained in the Pubworks software system. This information can be accessed by the stormwater program coordinator.</p> |

SPPP Form 9 – Herbicide Application and Roadside Vegetative Waste Management

Herbicide Application Management: Describe the program for ensuring the proper application of herbicides. Include details about how the permittee ensures that herbicides are not washed into waters of the State and how they prevent erosion caused by de-vegetation.

Cape May County does not use herbicides or mulch to control roadside vegetation.

Roadside Vegetative Waste Management: Describe the program for ensuring that wood waste and yard trimmings generated by the permittee are not blown or deposited into stormwater facilities, e.g., storm drain inlets and basins.

Wood waste and yard trimmings include the following: tree parts, brush, wood chips, leaves, untreated/unpainted lumber, and grass clippings.

SPPP Form 10 – Maintenance Yards and Other Ancillary Operations

Complete a separate Form 10 for each yard/location. This includes but is not limited to all maintenance yards, impound yards, fueling locations, and yard trimming/wood waste management sites.

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| 1. Address of maintenance yard or ancillary operation. |
| <ul style="list-style-type: none"> a) Airport → 501 Saratoga Road, Rio Grande, NJ b) Crest Haven Complex → 11 Holmes Creek Road, Cape May Court House, NJ c) Ocean View → 536 Oceanview-Woodbine Road, Ocean View, NJ |
| 2. List all materials that are exposed to stormwater which could be a source of pollutants in a stormwater discharge. Indicate what type of container the materials are in, if they are covered, what they are placed upon, and if the area is graded or contained by berms. This includes, but is not limited to, raw materials, intermediate products, final products, waste materials, by-products, fuels, lubricants, solvents, and detergents. For example, brine, fertilizer, used oil, refuse containers, etc. |
| <p>De-icing Material Storage- All three facilities store De-icing material. The Ocean View Facility, in the northern part of the County, has a complete enclosed storage silo with door. At the Airport, in the lower part of the County, and Crest Haven Facilities, in the middle part of the County, salt is stored in lean-to type structures. The County installed hinged doors on the Crest Haven and airport facilities to prevent spillage. Sand is stored at these sites as well away from catch basin locations.</p> <p>Fuel- All three maintenance yards contain fuel facilities. The Airport has an above ground tank fuel system. Ocean view and Crest Haven both have underground tank fuel system, which follow the UST guidelines. In case of a fuel spill there is contact list at each location of who to contact along with absorbent material at each site.</p> |
| 3. List all machinery that is exposed to stormwater which could be a source of pollutants in a stormwater discharge. |
| Snowplows, excavators, and county vehicles are all exposed to stormwater. All other machinery is kept indoors. |

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| 4. Describe the procedures for cleaning spills and disposing of clean-up waste. Indicate the location of materials used for cleaning, e.g., kitty litter, sawdust, etc. |
| Everyone in the county is trained on how to properly clean up a spill if one were to occur. Absorbent material is placed at each facility close to the fuel facility in case of a spill. There is also a contact list put up at each facility in case of an emergency spill. |
| 5. For each category below, describe the best management practices in place to ensure compliance with all requirements in the permit. |
| a. Fueling Operations |
| The Airport, Crest Haven, and Ocean View fuel facilities are inspected monthly to ensure compliance. |
| b. Discharge of Stormwater from Secondary Containment |
| All materials that are exposed to the secondary containment are property stored and sealed. |
| c. Vehicle Maintenance |
| Inspection of vehicles conducted monthly and repairs documented. |

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| <p>d. On-Site Equipment and Vehicle Washing/Wastewater Containment See permit for certification and log forms for Underground Storage Tanks.</p> |
| <p>There is no on-site vehicle washing. If a car or vehicle must be washed it is sent to Billy Bobs Car Wash. Larger vehicles such as vac trucks and street sweepers are cleaned at the local dewatering county facility.</p> |
| <p>e. Salt and De-icing Material Storage and Handling</p> |
| <p>The county has a total of 3 de-icing storage areas, one at each facility location. The De-icing is only used when necessary and is closed and contained when not in use. If de-icing material is used and piles up in certain area along a county road the de-icing material is removed to reduce the amount of stormwater pollution.</p> |
| <p>f. Aggregate Material and Construction Debris Storage</p> |
| <p>The aggregate material and construction debris are usually stored with a tarp or under a roof to contain material especially in rainy conditions.</p> |
| <p>g. Street Sweepings, Catch Basin Clean Out, and Other Material Storage</p> |
| <p>There are currently 3 county owned dewatering facilities where all the street sweepings and catch basin clean out materials are kept.</p> |

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| h. Yard Trimmings and Wood Waste Management |
| The County does not bag its yard or facility trimmings. Wood waste is taken to the CMCMUA landfill as vegetative waste. |
| Records: Indicate the location of inspection logs and tracking forms associated with this maintenance yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or planned. Documentation should include the date and time of inspection, the name of the person conducting the inspection, and relevant findings. |
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SPPP Form 11 – Storm Drain Inlets

Storm drain inlets are the point of entry into the storm drain system.

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| Inspections: Describe the program and frequency of inspections, cleaning, and maintenance of storm drain inlets that are owned or operated by the permittee. |
| It is the County's goal to inspect all County storm drain inlets on an annual basis |
| Design and Retrofitting: Describe how the permittee ensures that the current design standards for storm drain inlets (specified in permit Attachment C) are incorporated in development projects. Also describe how the permittee ensures that retrofitting of storm drain inlets is completed when required. |
| For all projects, the county complies with the storm drain inlet design standard in Attachment C of the permit by installing bicycle safe grates. Those inlet at curbs will have a clearance no great than 2" across the smallest dimension. Our standard specifications have been revised to state that all inlet castings will have the preprinted message "Dump no Waste- Drains to Waterway" |

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| <p>Labeling: Describe the inspection and label maintenance plan on storm drain inlets that do not have permanent wording cast into the design.</p> |
| <p>A majority of the county inlets have been replaced with the new castings of "Dump no Waste-Drains to Waterway". All new construction projects specify that inlets are to have the message stamped into the casting. If the inlet is older it does not have the new casting a label is placed beside the inlet to inform the public. The labels are inspected every year to make sure they are in still good condition.</p> |
| <p>Records: Indicate the location of records that include storm drain inlet locations, inspection dates, observations, and maintenance/repairs performed, if applicable.</p> |
| <p>The location of those records are kept in the engineering / public works department and the Cape May County planning department.</p> |

SPPP Form 12 – Catch Basins

Catch basins are the cistern, vault, chamber or well that is usually built along a street as part of the storm sewer system to capture sediment, debris and pollutants.

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| <p>Inspections: Describe the program for inspections of catch basins that are owned or operated by the permittee.</p> |
| <p>The County’s goal is to inspect all the County owned catch basins annually.</p> |
| <p>Cleaning and Maintenance: Describe when a catch basin must be cleaned. The program must include procedures for cleaning, and shall be implemented as frequently as necessary to ensure, at a minimum, that sediment, trash, or other debris is removed as necessary to control it from entering the waters of the State, to eliminate recurring problems and maintain proper function.</p> |
| <p>A catch basin must be cleaned when the inlet is not draining properly. All the County’s catch basins will be inspected and cleaned out annually to the best of the county’s ability. Due to the large amount of catch basins owned by the County and the limited resources/ employees this work may be completed into the following year.</p> |

Records: Indicate the location of records that include catch basin locations, inspection dates, observations, amount of materials collected in wet tons and maintenance/repairs performed, if applicable.

All the catch basins are located and located on the Cape May County's website under Mapping service. The inspection dates are kept by the road department and can be accessed by the department

SPPP Form 13 – Employee Training

Employee Training: Stormwater Program Coordinator (SPC) must ensure appropriate staff receive training on topics in the chart below.

| Topic | Frequency | Office/Entity Responsible for Training |
|---|--------------|---|
| 1. Maintenance Yard/Ancillary Operations | Annually | Cape May County Public Works/ Engineering Department |
| 2. Stormwater Facility Maintenance | Annually | Cape May County Public Works/ Engineering Department |
| 3. SPPP Training & Recordkeeping | Annually | Cape May County Public Works/ Engineering Department |
| 4. Street Sweeping | Tri-Annually | Cape May County Public Works/ Engineering Department |
| 5. Illicit Connections & Outfall Mapping | Annually | Cape May County Public Works/ Engineering Department |
| 6. Outfall Stream Scouring | Annually | Cape May County Public Works/ Engineering Department |
| 7. Waste Disposal Education | Annually | Cape May County Public Works/ Engineering Department |
| 8. Regulatory Mechanisms | Annually | Cape May County Public Works/ Engineering Department |
| 9. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment | Annually | Cape May County Public Works/ Engineering Department |

Records: Indicate the location of associated training sign in sheets, dates, and agendas or description for each topic for employee training.

All these records are kept by the stormwater pollution prevention team.

Stormwater Management Reviewer Training: Indicate the names of all individuals who review the stormwater management design for development and redevelopment projects on behalf of the permittee. Indicate the dates on which these individuals attended the required NJDEP training course.

Mary Bradley took the course on 7-30-2018 her id is 759YTYJS and her training expires 7-30-2023

SPPP Form 14 – Mapping Outfall Pipes and Stormwater Facilities

Visit https://www.nj.gov/dep/dwq/msrp_map_aid.htm for the NJ DEP free mapping application. Outfall pipe maps and stormwater facilities maps may be combined. Updates to these maps shall be submitted annually to include new or newly identified outfall pipes and stormwater facilities.

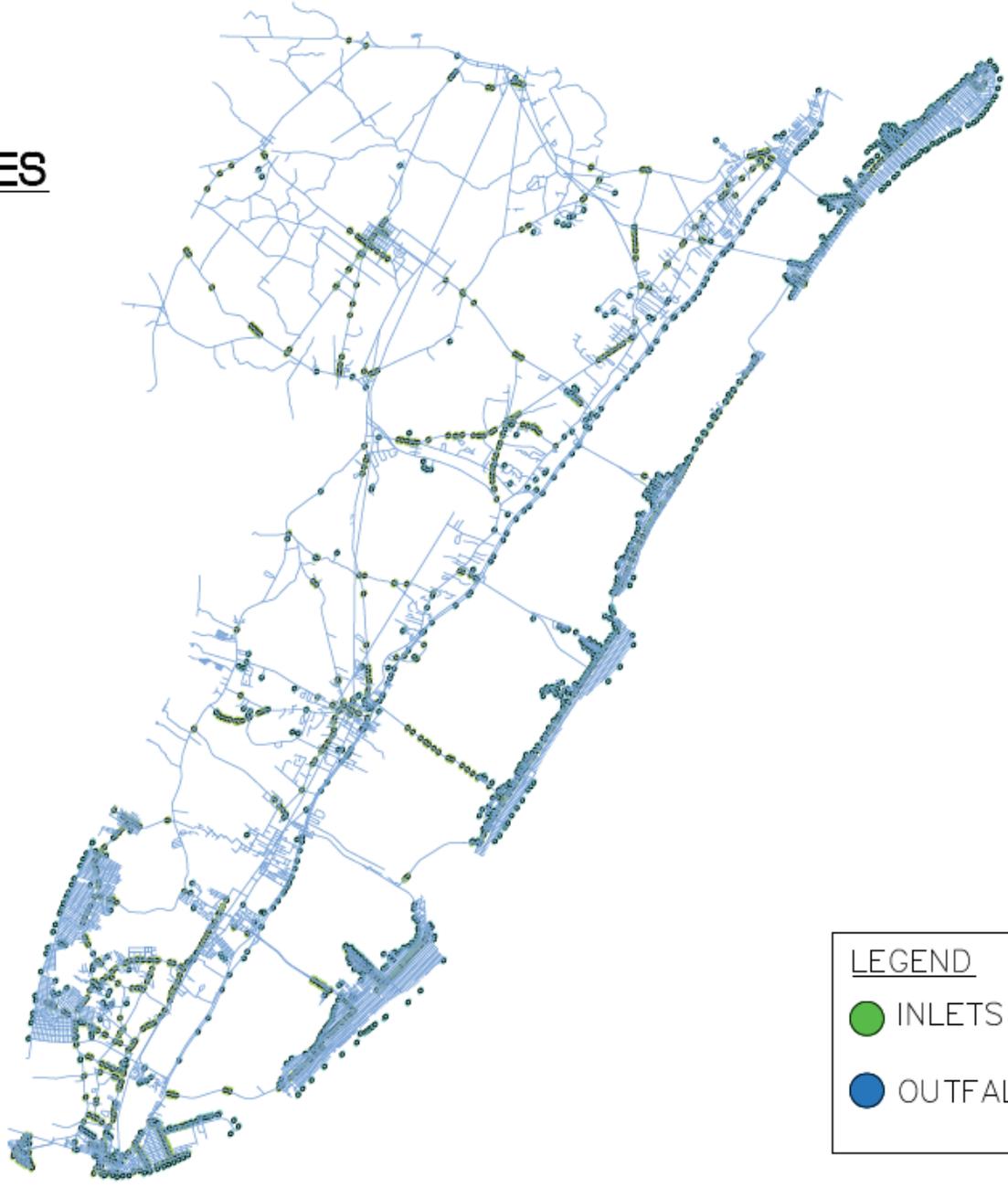
Mapping Outfall Pipes: Attach an image or provide a link to a map of the outfall pipes owned or operated by the permittee, showing the location of the end of all MS4 outfall pipes (in tidal and non-tidal receiving waters) owned or operated by the permittee which discharge to a surface water body. Include the location and name of all surface water bodies receiving discharges from those outfall pipes.

All the inlets in the county are located on the website below.
<https://ims.capemaycountynj.gov/>

Mapping Stormwater Facilities: Attach an image or provide a link to a map of the stormwater facilities owned or operated by the permittee. Include the property boundaries of the Highway Agency maintenance yards, ancillary operations, rest areas, and service areas as well as an annotated map of roadways and thoroughfares owned or operated by the permittee. The map shall include the location and type of each stormwater facility, e.g., outfalls, inlets (constructed after Jan 1, 2020), basins, subsurface infiltration/detention systems, MTDs, green infrastructure, etc.

This map can be found at <https://ims.capemaycountynj.gov/>

CAPE MAY COUNTY STORMWATER FACILITIES



LEGEND

- INLETS
- OUTFALLS

SPPP Form 15 – Outfall Pipe Inspections

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| <p>Inspection Schedule: Describe the frequency and the program in place for inspecting outfall pipes owned or operated by the permittee.</p> |
| <p>The goal of the County is to inspect the all outfall pipes annually. However, there are many outfall pipes located on the barrier islands are submerged and therefore cannot be inspected.</p> |
| <p>Stream Scouring: Describe the program in place to detect, investigate and control localized stream scouring from stormwater outfall pipes.</p> |
| <p>The road department is trained to detect stream scouring and if found the County Engineer is contacted. The County Engineer will send out a county inspector to determine why the scouring is happening and determine what actions need to take place to fix the problem.</p> |
| <p>Illicit Discharges: Describe the program in place for conducting visual dry weather inspections of outfall pipes that are owned or operated by the permittee.</p> |
| <p>If an outfall pipe is found to have a dry weather flow or intermittent non-stormwater flow, the outfall will be rechecked in coordination with a representative of the County Engineer's office and the County Health Department.</p> |
| <p>Records: Indicate the location of all records related to outfall pipe inspection, including the location, inspection date, inspector name, findings, preventative and corrective maintenance performed.</p> <p>If scouring is observed, records of stream scouring must include the contributing source(s) of stormwater, recommended corrective action, and a prioritized list and schedule to remediate scouring cases.</p> <p>If illicit discharge is observed, record results of illicit discharge investigations and actions taken using NJDEP's form at https://www.nj.gov/dep/dwq/public_complex/pdf/PC_Illicit%20Connection%20Inspection%20Report%20Formpdf.pdf. Illicit Connection Inspection Report Forms shall be submitted to the Department as an attachment to the Annual Report and Certification.</p> |

If an illicit connection is found to be the result of County activities, it will be eliminated within 6 months. If the source is unable to be located, it will be noted on the Closeout Investigation Form. Any illicit connection from public sources will be identified and notified, with a written explanation sent to the NJDEP detailing the results of the investigation. The County will only alert the NJDEP if an illicit connection is found to be from a private entity. If the illicit connection poses an immediate threat, the employees have been instructed to call the NJDEP hotline at 1 877 WARN DEP (1 877 927-6337). Separate written notification of such action will also be sent to the NJDEP. Reports of illicit connections will be directed to either the County Engineer's office or the County Health Department.

All reports are in the engineering/ public works department.

SPPP Form 16 – Stormwater Facilities Inspection and Maintenance

Inspections: Describe the program in place to inspect, clean, and maintain the stormwater facilities that are owned or operated by the permittee.

Stormwater Facilities such as infiltration basins that are owned by the County are inspected annually to ensure the facility is mowed and draining properly.

Records: Indicate the location of records related to stormwater facilities that are owned or operated by the permittee. Records must include the type of stormwater facility, location, inspection date, inspector name, findings, preventative and corrective maintenance performed.

Also indicate the location of maintenance plans related to maintenance of stormwater facilities that are owned or operated by the permittee. NJDEP provides materials to assist with this requirement at https://www.nj.gov/dep/stormwater/maintenance_guidance.htm.

SPPP Form 17 – Total Maximum Daily Load (TMDL) Information

Identification: List the names of the adopted TMDLs, parameters addressed, and the affected water bodies associated with any segment of surface water wholly or partially within or bordering all maintenance yards, rest areas, service area properties, and new major development projects as defined by the permittee’s stormwater program.

Refer to the list of TMDL reports provided at <http://www.nj.gov/dep/wms/bears/tmdls.html>. Utilize the TMDL look-up tool at <https://www.nj.gov/dep/dwq/msrp-tmdl-rh.htm> to identify impaired water bodies at locations described above.

The 3 services areas are in Lower, Middle, and Upper Township.

- Airport (Lower Township)- Stream (Zone 6 Delaware River) TMDL → Polychlorinated Biphenyls (PCBs), Lake (18 Lakes in the Atlantic Coastal Water Region) TMDL → Fecal Coliform, Lake (9 Eutrophic Lakes in the Atlantic Coastal Water Region) → Total Phosphorus , Shellfish TMDL → Total Coliform
- Crest Haven Complex (Middle Township)- Stream (Zone 6 Delaware River) TMDL → Polychlorinated Biphenyls (PCBs), Shellfish TMDL → Total Coliform
- Ocean View (Upper Township)- Shellfish TMDL → Total Coliform

Strategies: Describe how the permittee uses TMDL information to prioritize stormwater facilities maintenance projects and to address specific sources of stormwater pollutants. For guidance on TMDLs, visit <https://www.nj.gov/dep/dwq/pdf/10-21-16-tmdl-tool-box.pdf>.

Steps to reduce the TMDLs

- Fecal Coliform/ Total Coliform- Enforce both the pet waste and wildlife feeding ordinance, eliminate illicit connections, and construct stormwater BMPs where possible
- Phosphorus- ensure enforcement is on pace for use of fertilizers in addition to the measures used to reduce coliform

SPPP Form 18 – Additional Measures and Optional Measures

Additional Measures: Describe any Best Management Practice(s) and the related measurable goal or numeric effluent limitations that are expressly required by the Department to be included in the permittee's stormwater program by a TMDL.

The County owned roads include over 200 miles of road, the goal of the county is incorporate stormwater BMPs wherever possible. Some of the BMPs that can be implemented in certain areas are street trees, permeable pavement /sidewalk and bioretention basins.

Optional Measures: Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the permit that prevents or reduces water pollution.

The County has yet to develop any additional BMPs that are not mentioned by the DEP. But would like to focus on greener infrastructure in future development.

SPPP Form 19 – Shared or Contracted Services

Arrangements: List the permit conditions that are satisfied through a shared or contracted service where an entity other than the permittee is implementing BMP(s) or control measure(s) on behalf of the permittee. Include the name of the responsible entity and describe the arrangements in place.

The County does not have any shared services in place to complete the stormwater permit conditions.

Records: The permittee is responsible for maintaining the appropriate documentation related to permit conditions, including those satisfied through shared services, in the SPPP and on the Annual Report and Certification. Indicate the physical location of the written agreements and records.

Written agreements are held within the County engineering office and the office of the Board of Chosen Freeholders.