

Tier A Municipal Stormwater Regulation Program

# Stormwater Pollution Prevention Team Members

Number of team members may vary.

Completed by: Dennis M Chambers

Title: Stormwater Program Coordinator

Date: 10/23/2018

Municipality: Harrison Township

County: Gloucester

NJPDES #: NJG0150169

PI ID #: 201971

Stormwater Program Coordinator: Dennis M Chambers

Title: Harrison Twp Deputy Twp Administrator/ Superintendent of Public Works

Office Phone #: 856-223-1308

Emergency Phone #: 609-685-7028

Public Notice Coordinator: Diane Malloy

Title: Harrison Twp Municipal Clerk

Office Phone #: 856-478-4111

Emergency Phone #: 856-725-0551

Post-Construction Stormwater Management Coordinator: Donna Shwager

Title: Harrison Twp Joint Land Use Board Secretary

Office Phone #: 856-478-4111

Emergency Phone #: 856-419-1196

Local Public Education Coordinator: Dennis M Chambers

Title: Deputy Township Administrator

Office Phone #: 856-223-1308

Emergency Phone #: 609-685-7028

Ordinance Coordinator: Dennis M Chambers

Title: Deputy Twp Administrator

Office Phone #: 856-223-1308

Emergency Phone #: 609-685-7028

Public Works Coordinator: Dennis M Chambers

Title: Superintendent of Public Works

Office Phone #: 856-223-1308

Emergency Phone #: 609-685-7028

Employee Training Coordinator: Shannon Schemelia

Title: Public Works Administrative Secretary

Office Phone #: 856-223-1308

Emergency Phone #: \_\_\_\_\_

Other: \_\_\_\_\_

Title: \_\_\_\_\_

Office Phone #: \_\_\_\_\_

Emergency Phone #: \_\_\_\_\_



# SPPP Form 3 – New Development and Redevelopment Program

<b>Municipality Information</b>	Municipality: <u>Harrison Township</u>	County: <u>Gloucester</u>
	NJPDES # : <u>NJG0150169</u>	PI ID #: <u>201971</u>
	Team Member/Title: <u>Donna Schwager Joint Land Use Board Secretary</u>	
	Effective Date of Permit Authorization (EDPA): <u>1/1/18</u>	
	Date of Completion: <u>July 1, 2005</u> Date of most recent update: <u>October 23, 2018</u>	

Describe in general terms your post-construction stormwater management in new development and redevelopment program (post-construction program), and how it complies with the Tier A Permit minimum standard. This description must address compliance with the Residential Site Improvement Standards for stormwater management; ensuring adequate long-term operation and maintenance of BMPs (including BMPs on property that you own or operate); design of storm drain inlets (including inlets that you install); and preparation, adoption, approval, and implementation of a municipal stormwater management plan and municipal stormwater control ordinance(s). Attach additional pages as necessary. Some additional specific information (mainly about that plan and ordinance(s)) will be provided in your annual reports.

*We are ensuring that all new residential development and redevelopment projects are subject to the Residential Site Improvement Standards(RSIS) for stormwater management (including the NJDEP Stormwater Management Rules, NJAC 7:8.). The land use board ensures compliance with RSIS through the site plan and subdivision review process prior to any approvals under the Municipal Land Use Law (MLUL).*

*To control stormwater from new development and redevelopment projects throughout Harrison Township (including projects we operate), the Township has adopted, and is implementing, a Stormwater Management Plan (adopted 5/18/06) and Stormwater Control Ordinance (adopted 12/4/06) that complies with all the requirements of N.J.A.C. 7:8 and RSIS. The land use board and municipal engineer ensure compliance with the Ordinance through the site plan and subdivision review process prior to any approvals under the MLUL and through inspections prior to CO.*

*The adopted Stormwater Management Plan and Stormwater Control Ordinance provides for the design, construction, and long-term maintenance and operation of storm water conveyance systems, including, but not limited to, pipes, inlets, and basins. The Developer is required to provide a Stormwater Operations and Maintenance Manual prior to Site Plan or Subdivision approval. The passage of solid and floatable materials is specifically addressed in the Stormwater Ordinance by the requirement of bicycle-safe grates and Eco-type curb heads on inlets.*

*The Stormwater Control Ordinance are administered by the Planning/Zoning Board on community development projects and by the Township Engineer, and Public Works Superintendent on capital improvement projects.*

*The Township will ensure long-term operation and maintenace of BMPs owned by the Township through the Public Works department. For BMPs on private property that are not owned by Harrison Township, the Township ensures compliance through Stormwater Ordinance Chapter 188, Part 2, Article VII.*



# SPPP Form 5 – Storm Drain Inlet Labeling

Municipality  
Information

Municipality: Harrison Township County: Gloucester  
NJPDES # : NJG0150169 PI ID #: 201971  
Team Member/Title: Dennis M. Chambers, Stormwater Program Coordinator  
Effective Date of Permit Authorization (EDPA): January 1, 2018  
Date of Completion: July 1, 2005 Date of most recent update: October 23, 2018

## Storm Drain Inlet Labeling

Describe your storm drain inlet labeling program, including your labeling schedule, the details of your long-term maintenance plan, and plans on coordinating with watershed groups or other volunteer organizations.

**Under the NJPDES Stormwater Permit, storm drain inlet labeling is required in certain areas of the municipality:**

- 1. Along municipal streets with sidewalks; and,**
- 2. Within plazas, parking areas and maintenance yards.**

**Currently all stormwater inlets have been labeled or in the instance of repaving projects been upgraded to the latest New Jersey Department of Environmental Protection standards. All new projects are required the approved grate and head piece with label casted in.**

**Originally the labeling was done with either a sticker or a stencil. Going forward we will be using a stainless steel emblem epoxied to the curb head piece.**

**As part of the catch basin inspection process any label found to be in a state of disrepair will be upgraded to the new system. Subsequently, when time and manpower allow, areas of the Township will be upgraded to the new emblem.**





# SPPP Form 8 – Illicit Connection Records

<b>Municipality Information</b>	Municipality: <u>Harrison Township</u> County: <u>Gloucester</u>
	NJPDES # : <u>NJG 0150169</u> PI ID #: <u>201971</u>
	Team Member/Title: <u>Dennis M Chambers Storm Water Program Coordinator</u>
	Effective Date of Permit Authorization (EDPA): <u>January 1, 2018</u>
	Date of Completion: <u>7/1/2005</u> Date of most recent update: <u>10/23/2018</u>

**Prior to May 2, 2006**

*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, 2006 – May 1, 2007**

*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, 2007 – May 1, 2008**

*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, 2008 – May 1, 2009**

*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? \_\_\_\_\_



# SPPP Form 9 – Yard Waste Collection/Ordinance Program

<b>Municipality Information</b>	Municipality: <u>Harrison Township</u> County: <u>Gloucester</u>
	NJPDES # : <u>NJG0150169</u> PI ID #: <u>201971</u>
	Team Member/Title: <u>Dennis M. Chambers</u>
	Effective Date of Permit Authorization (EDPA): <u>January 1, 2018</u>
	Date of Completion: <u>July 1, 2005</u> Date of most recent update: <u>October 23, 2018</u>

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

**Harrison Township has an expansive yard waste collection program. We use a containerized curbside collection system whereby residents are issued a 95 gallon cart to dispose of their yard waste. These carts are emptied into an automated collection truck operated by a single employee. The containerized program operates from the beginning of April through the end of November. Carts are collected weekly during regular trash/recycle collection. There is no limit on the number of carts the resident can have. The resident is instructed to put all biodegradable yard waste and branches under half inch in diameter in the cart. Additionally, the Township collects larger woody brush on a monthly basis year round in an automated grapple truck. Residents must call and schedule for this pick up.**

**Harrison Township also maintains a convenience center where residents can drop off yard waste. It is operated by an attendant Monday and Wednesday from 5 PM - 7 PM from the beginning of April through the end of October and year round on Saturdays from 9 AM - 3 PM. Grass clippings and leaves are put into thirty (30) yard dumpsters. All dumpsters are hauled off site to a compost facility for processing.**

**Curbside leaf collection starts in the middle of October and runs to the end of December. The town is broken up into six (6) collection zones and each zone is collected four (4) times using a leaf collection vacuum. This debris is also taken to the compost center for processing. This is done to ensure leaves do not sit that the curb for extended periods of time. Residents are instructed to place leaves at the curb in accordance with all ordinances and codes.**

**Harrison Township operates a yard waste processing and compost facility where all yard waste collected curbside and dropped off at the convenience center is processed. At this facility the material is ground up with a horizontal grinder. Windrowed curbside material, leaves and brush are maintained in separate piles for grinding. The windrows are turned frequently and monitored. Once the compost cycle is complete it is applied onto township owned sports fields and property for soil amending in an attempt to reduce fertilizer applications. Mulch and compost are also offered back to the residents for yards and gardens at no cost.**

# SPPP Form 10 - Ordinances

Municipality  
Information

Municipality: Harrison Township County: Gloucester  
NJPDES # : NJG0150169 PI ID #: 201971  
Team Member/Title: Dennis M. Chambers, Stormwater Program Coordinator  
Effective Date of Permit Authorization (EDPA): January 1, 2018  
Date of Completion: July 1, 2005 Date of most recent update: October 23, 2018

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

Pet Waste March 7, 2005

Are information sheets regarding pet waste distributed with pet licenses? Y  N

Litter March 7, 2005

Improper Waste Disposal March 7, 2005

Wildlife Feeding March 7, 2005

Yard Waste March 7, 2005

Illicit Connections March 7, 2005

How will these ordinances be enforced?

**Harrison Township code enforcement officers and local police officers 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.**

**\*\* Refuse Container/Dumpster Ordinance Adopted on July 6, 2010**

**\*\* Private Storm Drain Inlet Retrofitting Ordinance Adopted on July 6, 2010**

# SPPP Form 11 – Storm Drain Inlet Retrofitting

Municipality Information

Municipality: Harrison Township County: Gloucester  
 NJPDES # : NJG 0150169 PI ID #: 201971  
 Team Member/Title: Dennis M Chambers  
 Effective Date of Permit Authorization (EDPA): January 1, 2018  
 Date of Completion: Date of most recent update: 10/23/2018

What type of storm drain inlet design will generally be used for retrofitting?

~~Harrison Township uses type N and type J Eco phase 2 curb pieces and bicycle safe grates~~

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
Chatam lane,	10/15/13	10/21	11/21/13	1	
Arbour Lane and Folwell lane	04/23/13	4/23	08/01/13	1	
Heilig Rd phase 1	3/26/14	4/1	5/09/2014	5	
Heilig rd phase 2	05/08/17		06/21/17	1	
Franklin dr, Ridgeway Lane phase 1	11/16/15		12/15/15	9	

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

~~No~~

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# SPPP Form 11 – Storm Drain Inlet Retrofitting

Municipality Information

Municipality: \_\_\_\_\_ County: \_\_\_\_\_  
 NJPDES #: \_\_\_\_\_ PI ID #: \_\_\_\_\_  
 Team Member/Title: \_\_\_\_\_  
 Effective Date of Permit Authorization (EDPA): \_\_\_\_\_  
 Date of Completion: Date of most recent update: \_\_\_\_\_

What type of storm drain inlet design will generally be used for retrofitting?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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
Franklin Dr phase 2	11/01/16	11/01	12/30/2016	4	
Karen Ct	11/13/17	11/14	11/15/2017	5	

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

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# SPPP Form 12 – Street Sweeping and Road Erosion Control Maintenance

<b>Municipality Information</b>	Municipality: <u>Harrison Township</u> County: <u>Gloucester</u>
	NJPDES #: <u>NJG0150169</u> PI ID #: <u>201971</u>
	Team Member/Title: <u>Dennis M. Chambers, Stormwater Program Coordinator</u>
	Effective Date of Permit Authorization (EDPA): <u>January 1, 2018</u>
	Date of Completion: <u>July 1, 2005</u> Date of most recent update: <u>October 23, 2018</u>

## Street Sweeping

Please describe the street sweeping schedule that you will maintain.  
 (NOTE: Attach a street sweeping log containing the following information: date and area swept, # of miles swept and the total amount of materials collected.)

~~Harrison Township has evaluated all of its streets to determine which areas will need to be swept monthly; these are shown on the attached map.~~

~~Harrison Township intends on maintaining its existing street sweeping program for all other streets (i.e. those that are not required by the permit), which includes sweeping all streets once a year.~~

~~Our street sweeping log is attached.~~

## Road Erosion Control Maintenance

Describe your Road Erosion Control Maintenance Program, including inspection schedules. A list of all sites of roadside erosion and the repair technique(s) you will be using for each site should be attached to this form.

(NOTE: Attach a road erosion control maintenance log containing the following information: location, repairs, date)

~~Harrison Township will use the Public Works Department to monitor all of its roads and streets for erosion problems during normal patrols. All identified road erosion problems will be reported to the Public Works Superintendent. Identified areas of erosion will be prioritized for repairs. Maintenance personnel will then be assigned to the areas of concern and the areas identified to have road erosion problems will be repaired in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. Maintenance personnel will maintain an inspection log and the Public Works Superintendent will maintain a list of all repairs and the dates completed. The status of the Road Erosion Control Maintenance Program will be included in the Annual Report and Recertification.~~

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# SPPP Form 13 – Stormwater Facility Maintenance

Municipality Information

Municipality: Harrison Township County: Gloucester  
 NJPDES #: NJG0150169 PI ID #: 201971  
 Team Member/Title: Dennis M. Chambers, Stormwater Program Coordinator  
 Effective Date of Permit Authorization (EDPA): January 1, 2018  
 Date of Completion: July 1, 2005 Date of most recent update: October 23, 2018

Please describe your annual catch basin cleaning program and schedule. Attach a map/diagram or additional pages as necessary.

~~Harrison Township conducts inspections of catch basins at least once per year. An inspection log spreadsheet is filled out documenting the various data including catch basin labeling status, cleaning status and repairs needed.~~

~~Tax maps are utilized with locations and catch basin identification numbers on them for reference to the logs. If repairs to the catch basin are needed same will be noted on the log.~~

~~Harrison Township is in the process of procuring GPS data logger and GIS software to streamline this process and record more accurate data in electronic form for future reporting.~~

Please describe your stormwater facility maintenance program for cleaning and maintenance of all stormwater facilities operated by the municipality. Attach additional pages as necessary.

(NOTE: Attach a maintenance log containing information on any repairs/maintenance performed on stormwater facilities to ensure their proper function and operation.)

~~Harrison Township has a stormwater facility maintenance program to ensure that all stormwater facilities operated by the Township function properly. Harrison Township operates the following:~~

- ~~catch basins~~
- ~~storm drains~~
- ~~infiltration basins~~
- ~~buffer strips~~
- ~~swales~~
- ~~detention basins~~

~~These stormwater facilities will be inspected annually to ensure they are functioning properly. In high risk areas, preventative maintenance will be performed on all stormwater facilities to ensure they do not begin to fail.~~







# SPPP Form 16 – Standard Operating Procedures

<b>Municipality Information</b>	Municipality: <u>Harrison Township</u> County: <u>Gloucester</u>
	NJPDES # : <u>NJG0150169</u> PI ID #: <u>201971</u>
	Team Member/Title: <u>Dennis M. Chambers, Stormwater Program Coordinator</u>
	Effective Date of Permit Authorization (EDPA): <u>January 1, 2018</u>
	Date of Completion: <u>July 1, 2005</u> Date of most recent update: <u>10/23/2018</u>

<b>BMP</b>	<b>Date SOP went into effect</b>	<b>Describe your inspection schedule</b>
<b>Fueling Operations</b> (including the required practices listed in Attachment D of the permit)	July 1, 2005	Harrison Township maintains one (1) fueling facility. It consists of one double wall above ground tank with two (2) compartments and integrated secondary containment with a leak monitoring system. All piping is above ground. The piping is monitored frequently for leaks. Local storm inlets are blocked off during tank filling operations.
<b>Vehicle Maintenance</b> (including the required practices listed in Attachment D of the permit)	July 1, 2005	All vehicle maintenance is performed indoors.
<b>Good Housekeeping Practices</b> (including the required practices listed in Attachment D of the permit)  <b>Attach inventory list required by Attachment D of the permit.</b>	July 1, 2005	Monthly facility checks are done for good housekeeping and safety concerns.

# SPPP Form 17 – Employee Training

Municipality  
Information

Municipality: Harrison Township County: Gloucester  
NJPDES # : NJG0150169 PI ID #: 201971  
Team Member/Title: Dennis M. Chambers, Stormwater Program Coordinator  
Effective Date of Permit Authorization (EDPA): January 1, 2018  
Date of Completion: July 1, 2005 Date of most recent update: October 23, 2018

Describe your employee training program. For each required topic, list the employees that will receive training on that topic, and the date the training will be held. Attach additional pages as necessary.

**Harrison Township watches the NJDEP video for training and a sign in log is maintained.**

**The training programs include the following ordinances:**

**Waste Disposal**

**Yard Waste**

**Illicit Connection Elimination**

**Stormwater Facility Maintenance**

**Road Erosion Control**

**Maintenance Yard Operations**

**Construction activity**

**Post Construction stormwater management in new development**

**EJIF Municipal Stormwater training video**

**NJ Stormwater.org videos**

**Maintenance of Stormwater Management Measures Parts 1 & 2**

# SPPP Signature Page

Municipality  
Information

Municipality: Harrison Township County: Gloucester  
NJPDES # : NJG 0150169 PI ID #: 201971  
Team Member/Title: Dennis M Chambers Storm Water Program Coordinator  
Effective Date of Permit Authorization (EDPA): 01/01/2018  
Date of Completion: 07/01/2005 Date of most recent update: 10/23/2018

"I certify that this SPPP includes all of the information and items identified in Attachment A of the Tier A Municipal Stormwater General Permit. All attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for purposely, knowingly, recklessly, or negligently submitting false information."

  
(Signature)

11/05/2018

(Date)

Dennis M. Chambers

(Print Name)

Storm Water Program Coordinator

(Title)

(NOTE: A new SPPP signature page should be attached each time the SPPP is updated or modified, excluding data entries. Previous SPPP signature pages shall be retained as part of the SPPP.)