

# Township of Saddlebrook

## Stormwater Pollution Prevention Plan



New Jersey Pollution Discharge Elimination System

Tier A Municipal Stormwater

General Permit No. NJG0121521

PI ID No. 12897

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**Robert Hicwa**

**Township of Saddlebrook, DPW Supervisor, Stormwater Coordinator**

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**Date** Rev 1 5/13/2021

# **TOWNSHIP OF SADDLE BROOK SPPP PLAN**

## **TABLE OF CONTENTS**

**FORM 1 – STORMWATER POLLUTION PREVENTION TEAM MEMBERS**

**FORM 2 – INVENTORY REQUIREMENTS**

**FORM 3 – DEVELOPING A SITE MAP**

**FORM 4 – BEST MANAGEMENT PRACTICES**

**FORM 5 – MAINTENANCE PLAN**

**FORM 6 – INSPECTION SCHEDULE**

**FORM 7 – COORDINATION OF SPPP WITH OTHER EXISTING ENVIRONMENTAL MANAGEMENT PLANS**

**FORM 8 – EMPLOYEE TRAINING**

**FORM 9 – ANNUAL INSPECTION SCHEDULE**

**FORM 10 – ILLICIT CONNECTION INSPECTION REPORT FORM**

**DRAINAGE PLAN (FOLD-IN POCKET AT REAR OF REPORT)**

**ATTACHMENT A – ANNUAL REPORT**

**ATTACHMENT B – VEHICLE WASHING LOG**

**ATTACHMENT C – ROAD EROSION CONTROL MAINTENANCE LOG**

**ATTACHMENT D – STREET SWEEPING LOG**

**ATTACHMENT E – YARD WASTE COLLECTION LOG**

**ATTACHMENT F – CATCH BASIN CLEANING LOG**

**ATTACHMENT G – OUTFALL INSPECTION LOG**

**ATTACHMENT H – DRAIN INLET INSPECTION/REPAIR LOG**

**ATTACHMENT I – PUBLIC INFORMATION MATERIALS/NOTICES**

**ATTACHMENT J – STORMWATER MANAGEMENT PLAN**

**ATTACHMENT K – TOWNSHIP ORDINANCES RELATED TO STORMWATER**

**ATTACHMENT L – NJDEP CONTACTS**

## SPPP Form 1 – Stormwater Pollution Prevention Team Members

Facility  
Information

Facility Name: Township of Saddlebrook County: Bergen  
NJPDES # : NJG NJG0151521 PI ID #: 127897  
Team Member/Title: Robert Hicswa/ Superintendent Department of Public Works  
Effective Date of Permit Authorization (EDPA): 4/01/2004 Rev. \_\_\_\_\_  
Date of Completion: 2/28/2005 Date of most recent update: 9/7/2018 5/27/2021

**Number of team members may vary.**

Facility Contact: Mr. Robert Hicswa  
Title: Superintendent Department of Public Works  
Office Phone #: 201 843 3064  
Emergency Phone #: 201 843 7000  
Responsibilities: Public Works Coordinator, Stormwater Manager, Stormwater Program Coordinator, Facility Contact, SPPP Plan  
Employee Training Coordinator, Storm Drain Inlet Retrofitting Coordinator

Member: Mr. Peter Lo Dico, R.M.C., C.M.C., C.M.R.  
Title: Business Administrator Township of Saddlebrook, 35 Market Street Saddle Brook, New Jersey 07663  
Office Phone #: 201-587-2908 201-587-2909  
Emergency Phone #: 201-587-2902 201-843-7000  
Responsibilities: Coordinator of storm water issues with Town Board, Public Notice Coordinator, Ordinance Coordinator,  
Local Public Education Coordinator

Member: Brian D. Gillen, PE, LSRP  
Title: Licensed Site Remediation Professional, Saddle Brook LSRP,  
Office Phone #: 201-624-2137  
Emergency Phone #: 973-896-6732  
Responsibilities: Consultant, SPPP rules advisor, SPPP Plan mapping, regulatory compliance

Member: \_\_\_\_\_  
Title: \_\_\_\_\_  
Office Phone #: \_\_\_\_\_  
Emergency Phone #: \_\_\_\_\_  
Responsibilities: \_\_\_\_\_

Member: \_\_\_\_\_  
Title: \_\_\_\_\_  
Office Phone #: \_\_\_\_\_  
Emergency Phone #: \_\_\_\_\_  
Responsibilities: \_\_\_\_\_

## SPPP Form 2 – Inventory Requirements

<b>Facility Information</b>	Facility Name: <u>Township of Saddlebrook</u> County: <u>Bergen</u>
	NJPDES # : NJG <u>NJG0151521</u> PI ID #: <u>127897</u>
	Team Member/Title: <u>Robert Hicswa/Superintendent Department of Public Works</u>
	Effective Date of Permit Authorization (EDPA): <u>4/1/2004</u>
	Date of Completion: <u>5/28/2005</u> Date of most recent update: <u>9/17/2018</u> <u>5/13/2021</u>

**Inventory of all industrial activities, source materials and non-stormwater discharges. Attach additional pages as necessary.**

**Please provide a detailed description of all industrial activities conducted at the facility:**

Sand stockpiling (indoors), outdoor storage of plastic carboys, and 40 CY dumpster, outdoor storage of 100 CY stockpile of 3/4-inch gravel, 100 CY stockpile of 2-inch stone and 100 CY of mulch. Road salting, minor vehicle maintenance, gas addition to lawn equipment. Vehicle fueling and washing at an off-site location by a private vendor, services shared with Rochelle Park.

**Describe all source materials used, stored, or otherwise located at the facility:**

Material (include quantity)	Use	Storage	Handling
Heavy Equipment	Nearest Storm Inlet 100 feet west of DPW Yard	stored on gravel DPW Yard	
1/4-inch Stone	road resurfacing	outdoor concrete bins	18 CY dump truck
2-inch Stone	road resurfacing	outdoor concrete bins	18 CY dump truck
Mulch	re-vegetate eroded areas	outdoor concrete bins	18 CY dump truck
salt	de-icing roads	Indoor Silo	18 CY dump truck
Refuse	Solid Waste Collection	40 CY Dumpster	Vendor Pick up

**List all non-stormwater discharges generated at the facility and any appropriate permit authorizing such discharges.**

Type of Discharge	NJPDES # or other permit # (if applicable)	Discharge Location
sanitary sewage		Sanitary Sewer on 251 2nd Street

**List all other permit approvals issued by the NJDEP for the facility.**

Type of Permit	NJDEP Permit #
NJDPDES General Stormwater Permit	NJG0121521



## SPPP Form 3 – Developing a Site Map

Facility Information	Facility Name: <u>Township of Saddlebrook</u> County: <u>Bergen</u>
	NJPDES # : NJG <u>NJG0151521</u> PI ID #: <u>127897</u>
	Team Member/Title: <u>Brian D. Gillen, PE, LSRP/RVE Licensed Site Remediation Professional</u>
	Effective Date of Permit Authorization (EDPA): <u>4/01/2004</u>
	Date of Completion: <u>5/28/2005</u> Date of most recent update: <u>9/17/2018 5/13/2021</u>

**Attach a map (preferably drawn to scale) of your site. Existing engineered drawings should be used if available. Hand drawn maps are acceptable if all features are clearly indicated and labeled.**

Colored Map Provided in rear pocket indicating 538 storm water inlets, eight (8) storm water outfalls, watershed boundaries, sub watershed boundaries, municipal boundaries, surface water bodies and direction of storm water flow through storm drains and block and Lot numbers of all parcels served by the storm water drainage system.

# SPPP Form 4 – Best Management Practices

<b>Facility Information</b>	Facility Name: <u>Township of Saddlebrook</u> County: <u>Bergen</u>
	NJPDES # : NJG <u>NJG0151521</u> PI ID #: <u>127897</u>
	Team Member/Title: <u>Robert Hicswa/Superintendent Department of Public Works</u>
	Effective Date of Permit Authorization (EDPA): <u>4/01/2004</u>
	Date of Completion: <u>5/28/2005</u> Date of most recent update: <u>9/17/2018</u> <u>5/27/2021</u>

**Describe the BMPs that will be implemented at your facility to eliminate exposure of source material/industrial activity to stormwater and to ensure that the facility does not discharge any unpermitted wastewaters. Include a schedule for full implementation of the BMPs identified. Attach additional pages as necessary.**

Source Material / Industrial Activity	Corrective Action / BMP	Scheduled Completion Date(s)
Fueling Operations	Fueling operations ceased in the DPW Yard over 13 years ago*. The only fueling activity conducted by the municipality involves mobile equipment fueling operations utilizing a truck-mounted diesel fuel tank & portable containers. Potable discharges of fuel are contained with ether 18-inch by 18-inch pillows or 4-inch x 12-inch sorbent socks.** The Borough keeps and inventory of storm water BMP's indicating the type, function, and locations in a format provided by the Department on-site and available for inspection or upon request.	4/01/2005* 9/17/2018**
Vehicle Maintenance	Periodic Inspection of vehicles for leaks and equipment upkeep in accordance with Standard Operating Procedures. The Borough keeps and inventory of storm water BMP's. indicating the type, function, and locations in a format provided by the Department on-site and available for inspection or upon request.	4/01/2005
Vehicle Washing	Vehicles are washed at an off-site location by a private vendor, a service that the Borough of Saddle Brook shares wit Rochelle Park. A record of where and when equipment washing occurs and location of wastewater discharge is provided in the Appendices. The Borough keeps and inventory of storm water BMP's indicating the type, function, and locations in a format provided by the Department on-site and available for inspection or upon request.	12/01/2008
Housekeeping	The DPW Yard is inspected on a monthly basis for signs of spillage, debris, erosion of borrow piles, or other issues potentially having an adverse effect on storm water. potential items . The Borough keeps and inventory of storm water BMP's indicating the type, function, and locations in a format provided by the Department on-site and available for inspection or upon request.	4/01/2005
Road Erosion Control Maintenance	DPW inspects roads during monthly street sweeping events for signs of erosion problems. . All erosion issues shall be reported to Robert Hicswa, with areas of concern identified, prioritized and repaired. Areas repaired shall conform with the Standards for Soil Erosion and Sediment Control, 2018 Summary and Overview of Revisions. DPW keeps a log of areas identified as needing repairs and repair dates. The Borough keeps and inventory of storm water BMP's indicating the type, function, and locations in a format provided by the Department on-site and available for inspection or upon request.	10-1-2005
Street Sweeping	The Township of Saddle Brook has evaluated al of its streets to determine which streets need to be inspected monthly. All municipally owned or operated curbed streets (including roads and highways) with storm drains that have a posted speed limit of 35 mph or less (excluding all entrance and exit ramps) in predominantly commercial areas are swept once per month, weather and street surface permitting. The Township intends to maintain its existing street sweeping schedule for ll other streets per this schedule as well. Street sweeocng activities are logged on computer. tThe Borough keeps and inventory of storm water BMP's indicating the type, function, and locations in a format provided by the Department on-site and available for inspection or upon request.	02/28/2005
Catch Basin Cleaning/Yard Waste Collection	The Township of Saddle Brook has implemented an annual catch basin cleaning program, to be triggered in the event of observations during an the annul inspection indicates the presence of sediment trash or debris build-up in the basin. Basin debris collection totals are logged annually with basin cleaning activities are logged on computer. The Borough keeps and inventory of storm water BMP's indicating the type, function, and locations in a format provided by the Department on-site and available for inspection or upon request.	4/01/2005
Storm drain Inlet Retrofitting	Storm drain inlets will be retrofitted to conform with NJPDES Permit NJG0151521Aytachment C which requires inlet upgrades after inlets are in direct contact with repaving, repairing (excluding repair of individual potholes), reconstruction or alterations owned or operated by the municipality. The Borough keeps and inventory of storm water BMP's indicating the type, function, and locations in a format provided by the Department on-site and available for inspection or upon request.	4/01/2005



# SPPP Form 5 – Maintenance Plan

Facility Information

Facility Name: Township of Saddlebrook County: Bergen  
 NJPDES # : NJG NJG0151521 PI ID #: 127897  
 Team Member/Title: Robert Hicswa/Superintendent Department of Public Works  
 Effective Date of Permit Authorization (EDPA): 4/01/2004  
 Date of Completion: 2/28/2018 Date of most recent update: 9/17/2018 5/13/2021

**Narrative description of structural BMP maintenance, repairs and/or replacement, the updating of non-structural BMPs, and any problematic areas needing special attention. Attach additional pages as necessary.**

Describe how your facility will ensure regular, preventative maintenance and appropriate repairs, including replacement, of all structural BMPs and how your facility will update all non-structural BMPs.

The Township of Saddle Brook will ensure regular, preventative maintenance, of all structural BMPs and update non structural BMPs as follows:

1. Require all new storm inlets installed with Attachment C of Permit NJG0151521.
2. Confirm that the Township of Saddle Brook's Storm Water Ordinance is enforced by ensuring that the operation and maintenance of any new development or redevelopment project comply with the ordinance through the planning and zoning board.
3. For any BMP that is installed in order to comply with requirements of a Town post-construction program, the Township of Saddle Brook will ensure adequate long-term operation as well as preventative maintenance. (including replacement) of BMP's.

## 4. Implemented a Snow Removal BMP Plan

**Identify any problematic areas that may require special attention.** BMP's on Private Property

For BMP's on private property, that the Town does not own or operate, the Township is prepared to enforce the Municipal Storm Water Control Ordinance that requires the private entity to perform operation and maintenance, with penalties, if the private entity does not perform the required maintenance to control passage of solid and floatable materials through storm drain inlets. It is expected that such compliance would be achieved either by conveying flows through a trash rack or by installation of a bicycle safe grate or equivalent. If needed, the Township of Saddle Brook is also prepared to install a curb opening with a clear space no bigger than two (2) inches across the smallest dimension.

## SPPP Form 6 – Inspection Schedule

<b>Facility Information</b>	Facility Name: <u>Township of Saddlebrook</u> County: <u>Bergen</u>
	NJPDES # : NJG <u>NJG0151521</u> PI ID #: <u>127897</u>
	Team Member/Title: <u>Robert Hicswa/Superintendent Department of Public Works</u>
	Effective Date of Permit Authorization (EDPA): <u>4/01/2004</u>
	Date of Completion: <u>5/28/2005</u> Date of most recent update: <u>09/17/2018</u> <u>5/13/2021</u>

**Conduct monthly inspections of your entire facility and review your SPPP to ensure that all BMPs are properly implemented and/or maintained. Identify any problems and the corrective action(s) taken. Attach additional pages as necessary.**

Date	BMP Properly Implemented/ Maintained?	Problem(s) Found	Steps Taken to Correct the Problem and Date Completed
	DPW Yard		
	Street Sweeping Events		
	Spill Control Kits		
	Road Erosion Control Maintenance Events		
	Storm Drain Inlets		
	Catch Basins		
	Storm Drain Inlet Labeling		



# SPPP Form 7 – Coordination of SPPP with Other Existing Environmental Management Plans

<b>Facility Information</b>	Facility Name: <u>Township of Saddle Brook</u> County: <u>Bergen</u>
	NJPDES # : NJG <u>NJG0151521</u> PI ID #: <u>127897</u>
	Team Member/Title: <u>Robert Hicswa/Superintendent Department of Public Works</u>
	Effective Date of Permit Authorization (EDPA): <u>4/01/2004</u>
	Date of Completion: <u>5/28/2005</u> Date of most recent update: <u>9/17/2018</u> <u>5/13/2021</u>

**Evaluate any existing environmental management plans (if applicable) for consistency, and determine if any provisions can be incorporated into the SPPP. Attach additional pages as necessary.**

Include, or cite, the location(s) of any Toxic Chemical Release Inventory Form(s) prepared under section 313 in Title III of the Superfund Amendments and Reauthorization Act of 1986, 42 U.S.C. 9601 et seq. \_\_\_\_\_

Include, or cite, the location(s) of any Spill Prevention Control and Countermeasure Plan (SPCC Plan) prepared under 40 CFR 112 and section 311 of the Clean Water Act, 33 U.S.C. 1321. \_\_\_\_\_

~~While the Township is not required to have an SPCC Plan, as a BMP the outdoor bermed 250 gallon waste oil tank was removed in 2021.~~

Include, or cite, the location(s) of any discharge prevention, containment and countermeasure plan (DPCC plan) and discharge cleanup and removal plan (DCR plan) prepared under N.J.A.C. 7:1E. \_\_\_\_\_

Include, or cite, the location (s) of any other environmental management plans (e.g., the Preparedness, Prevention and Contingency Plan and the Occupational Health and Safety Administration (OSHA) Emergency Action Plan). \_\_\_\_\_

## SPPP Form 8 – Employee Training

<b>Facility Information</b>	Facility Name: <u>Township of Saddle Brook</u> County: <u>Bergen</u>
	NJPDES # : NJG <u>NJG0151521</u> PI ID #: <u>127897</u>
	Team Member/Title: <u>Robert Hicswa/Superintendent Department of Public Works</u>
	Effective Date of Permit Authorization (EDPA): <u>04/01/2004</u>
	Date of Completion: <u>5/28/2005</u> Date of most recent update: <u>09/17/2008</u> <u>5/13/2021</u>

**Conduct an annual Stormwater Pollution Prevention training program for appropriate employees on appropriate topics. Record all training sessions below. Attach additional pages as necessary.**

Date	Training Topic	Employees Receiving Training
	Educational Activity totaling a minimum of 10 points (between January 1, 2017 and December 31, 2017)	Peter Lo Dico Robert Hicswa
	Town Ordinances (Pet Waste (9/8/05), Litter, (9/8/05), Improper Disposal of Waste (9/8/05), Yard Waste Collection (9/8/05), Illicit Connections (9/8/05), Wild Life Feeding (9/8/05), Refuse Container/Dumpster Ordinance (10/14/10), Storm Drain Inlet Retrofitting, Private Storm Drain Retrofitting (6/9/2011)	Peter Lo Dico Robert Hicswa
10/1/18	Asking the Right Questions in Stormwater Review v 7 CD, Webinar, Rutgers/NJDEP/ANJEC	Peter Lo Dico Robert Hicswa Brian D. Gillen, PE, LSRP
2/1/2018	Municipal Storm water Regulations	Robert Hicswa DPW Staff
12/30/2020	SPPP, Snow Removal BMPs & Plan, Maintenance and Inspection plans	Robert Hicswa, DPW Staff





# Illicit Connection Inspection Report Form

Municipality Information

Municipality: Saddle Brook County: Bergen  
 NJPDES #: NJG0121521 PI ID #: 12897  
 Team Member: Robert Hicswa  
 Date 9/18/2020 Effective Date of Permit Authorization (EDPA): \_\_\_\_\_

Outfall #: 1, 2, 3, 4, 5, 6, 7, 8 & 9 Location: Saddle River

Receiving Waterbody: Saddle River

1. Is there a dry weather flow? Y ( ) N ( ☒ )
  2. If "YES", what is the outfall flow estimate? \_\_\_\_\_ gpm  
 (flow sample should be kept for further testing, and this form will need to be submitted with the Annual Report and Certification)
  3. Are there any indications of an intermittent flow? Y ( ) N ( ☒ )
  4. If you answered "NO" to BOTH question #1 and #3, there is probably not an illicit connection and you can skip to question #7.  
 (NOTE: This form **does not** need to be submitted to the Department, but should be kept with your SPPP.)
- If you answered "YES" to either question, please continue on to question #5.  
 (NOTE: This form will need to be submitted to the Department with the Annual Report and Certification.)

## 5. PHYSICAL OBSERVATIONS:

- (a) ODOR: none    sewage    sulfide    oil    gas    rancid/sour    other: \_\_\_\_\_
- (b) COLOR: none    yellow    brown    green    red    gray    other: \_\_\_\_\_
- (c) TURBIDITY: none    cloudy    opaque
- (d) FLOATABLES: none    petroleum    sheen    sewage    other: \_\_\_\_\_
- (e) DEPOSITS/STAINS: none    sediment    oily    other: \_\_\_\_\_
- (f) VEGETATION CONDITIONS: normal    excessive growth    inhibited growth
- (g) DAMAGE TO OUTFALL STRUCTURES:

IDENTIFY STRUCTURE: \_\_\_\_\_

DAMAGE: none    concrete spalling/cracking    peeling paint  
 metal corrosion    other damage \_\_\_\_\_

## 6. ANALYSES OF OUTFALL FLOW SAMPLE:

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

(a) DETERGENTS: \_\_\_\_\_ mg/L

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

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



(b) **AMMONIA (as N) TO POTASSIUM RATIO:** \_\_\_\_\_

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

(if the Ammonia to Potassium Ratio is less than or equal to 0.06:1, then the pollutant is from another washwater source.)

(c) **FLUORIDE:** \_\_\_\_\_ mg/L

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

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

(d) **TEMPERATURE:** \_\_\_\_\_ °F

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

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

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

If "YES", what is the suspected source? \_\_\_\_\_

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

8. Has the investigation of suspected illicit connection been completed? Y ( ) N ( )

If "YES", proceed to question #9.

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

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

If "YES", identify the source: \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Resolution: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Inspector's Name: Bob Hicswa

Title: Saddle Brook Superintendent Department of Public Works

Signature: \_\_\_\_\_

Date: 9/18/2020

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

[illegible]Municipality  
Information

Municipality: \_\_\_\_\_ County \_\_\_\_\_

NJPDES # : NJG PI ID #: \_\_\_\_\_

Team Member / Title: \_\_\_\_\_

Outfall #: \_\_\_\_\_ Location: \_\_\_\_\_

Receiving Waterbody: \_\_\_\_\_

**Basis for Submittal:**

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

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

[illegible]

Inspector's Name: \_\_\_\_\_

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

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Complete and attach this form to the appropriate Illicit Connection Inspection Report Form  
and submit with the annual certification.**



**TOWNSHIP OF SADDLE BROOK**

**SPPP**

**ATTACHMENT A**

**ANNUAL REPORT**

Updated Annual Report for 2020 submitted to online portal on March 26, 2021 and Supplemental Questionnaire submitted March 28, 2021, with copy postings on Township website

**MSRP ANNUAL REPORT - Tier A**

**You have completed the Annual Report submittal process. You may print or save a copy of this submittal report for your records.**

**Service ID:** 808036  
**Facility Name:** SADDLE BROOK TWP  
**Reporting Period:** January 1, 2017 through December 31, 2017  
**NJPDES Permit #:** NJG0151521  
**Activity ID:** DST170001

**Contacts**

**Name:** Peter LoDico  
**Title:** Township Clerk  
**Contact Type:** Stormwater Coordinator  
**Organization Name:** SADDLE BROOK TWP  
**Organization Type:** Municipal  
**E-Mail:** plodico@saddlebrooknj.gov  
**Phone:** (201) 587-2909 (Work Phone Number)  
(201) 587-2908 (Fax Number)  
**Contact Address:** 93 MARKET ST  
Saddle Brook Twp, New Jersey 07662

**Uploaded Attachments**

Attachment Name	Attachment Description	File Name
MS4 Tier A	2017	Tier_A_MS4_Annual_Supplemental_Questionnaire.pdf

**Annual Report Details - Part A****Municipality Information**

Team member responsible for completing the report:	Peter Lo Dico
Team member email address:	plodico@saddlebrooknj.gov

**Stormwater Pollution Prevention Plan**

1. Has the municipality revised its Stormwater Pollution Prevention Plan during the last calendar year?	Yes
2. Date of the last revised SPPP:	03/22/2005

**Public Notice**

1. Is the municipality complying with applicable State and local public notice requirements when providing for public participation in the ongoing development and implementation of the stormwater program?	Yes
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### Report Details - Part B

### Post-Construction Stormwater Management in New Development and Redevelopment

1. Is the municipality reviewing and approving major development residential projects in accordance with the Residential Site Improvement Standards (RSIS)?	Yes
2. Did the municipality adopt a municipal stormwater management plan?	Yes
3. Most recent date of adopted municipal stormwater management plan:	03/29/2010
4. Status of this plan (if not adopted):	
5. Did the municipality adopt the municipal stormwater control ordinance provided by NJDEP without change?	Yes
6. Most recent date the municipality adopted a municipal stormwater control ordinance:	05/11/2006
7. What is the current status of the ordinance?	
8. Did the municipality submit the adopted municipal stormwater management plan to the appropriate county review agency for approval?	Yes
9. Most recent date the adopted Municipal Stormwater Management Plan was submitted to the appropriate county review agency for approval:	03/16/2005
10. If yes, did the municipality send the adopted municipal stormwater control ordinance to the appropriate county review agency for approval?	Yes
11. Most recent date the adopted Municipal Stormwater Control Ordinance was submitted to the appropriate county review agency for approval:	03/16/2005
12. Status of county review:	Approved
13. Did the municipality adopt the review agency's required amendments and resubmit to the county review agency?	
14. Is the Stormwater Control Ordinance in effect?	Yes
15. Most recent effective date of Stormwater Control Ordinance:	05/07/2009
16. Ordinance Number(s):	09-04



17. What is the current status of the adopted plan and ordinance?	
18. Are you reviewing projects as part of your site plan and subdivision approval process to ensure that they comply with your municipality's effective municipal stormwater control ordinance(s)?	Yes
19. How many projects that were subject to either the municipal stormwater control ordinance or the stormwater provisions of RSIS did the municipality review?	0
20. Does the municipal stormwater management plan contain a mitigation plan?	Yes
21. Has the municipality granted any variances or exemptions from the design and performance standards for stormwater management measures set forth in the approved municipal stormwater management plan and stormwater control ordinance(s)?	No
22. If yes, how many variances or exemptions from the design and performance standards has the municipality granted?	
23. If granted any variances or exemptions, did you submit a written report to the county review agency describing the variance or exemption and the required mitigation?	
24. Does the municipality's plan review evaluate storm drain inlet protection for solids and floatables in accordance with Attachment C of the permit?	Yes
25. Does the municipality require plans for long-term operation and maintenance for stormwater BMPs?	Yes
26. Are you ensuring that adequate long-term operation and maintenance of stormwater BMPs is being performed on property that you do not own or operate?  <b>Please keep an inventory of stormwater BMPs indicating type, function and location in a format provided by the Department onsite and available for inspection or upon request.</b>	Yes
27. Briefly indicate how this is being accomplished (e.g., ordinance requiring operation and maintenance by private entity; operation and maintenance by you or other governmental entity):	Periodic inspections by municipal staff
28. Is the municipality's stormwater management plan re-examined at each re-examination of the master plan in accordance with N.J.A.C. 7:8-4?	Yes
29. Date re-examination report was last adopted:	03/29/2011

### Report Details - Part C

### Local Public Education Program

1. Have you developed a Local Public Education Program?	Yes
2. Have you conducted educational activities that total a minimum of 10 points (between January 1, 2017 and December 31, 2017)?	Yes



3. School Presentations (1 point per visit / maximum of 5 points per year):	0
4. Website (1 point):	1
5. Stormwater Display (2 points):	2
6. Giveaway (2 points):	2
7. Citizen Stormwater Advisory Committee (2 points):	0
8. Utilize Department Materials (2 points each / maximum of 4 points per year):	0
9. Poster Contest (2 points):	0
10. Stormwater Training for Elected Municipal Officials (3 points):	0
11. Mural (3 points):	0
12. Mailing (3 points):	3
13. Partnership Agreement / Local Event (3 points):	0
14. Ordinance Education (5 points):	5

### Storm Drain Inlet Labeling

1. Have you established a storm drain inlet labeling program?	Yes
2. Indicate the percentage or number of sectors labeled to date:	100%
3. Other Amount:	
4. Is your municipality maintaining the labels (i.e. replacing and/or repainting)?	Yes

### Improper Disposal of Waste

**Have you adopted and are you enforcing a regulatory mechanism for:**

1. Pet Waste Ordinance:	Yes
2. Date adopted:	09/08/2005
3. Litter Ordinance/State Litter Statute:	Litter Ordinance
4. Date adopted:	09/08/2005
5. Improper Disposal of Waste Ordinance:	Yes
6. Date adopted:	09/08/2005
7. Wildlife Feeding Ordinance:	Yes
8. Date adopted:	09/08/2005
9. Containerized Yard Waste Ordinance / Yard Waste Collection Program Ordinance:	Yard Waste Collection Program Ordinance
10. Date adopted:	09/08/2005
11. Illicit Connection Ordinance:	Yes

12. Date adopted:	09/08/2005
13. Refuse Container/Dumpster Ordinance:	Yes
14. Date adopted:	10/14/2010
15. Private Storm Drain Inlet Retrofitting Ordinance:	Yes
16. Date adopted:	06/09/2011
17. Status of these ordinances (if not adopted):	
18. Method(s) of enforcement (e.g., summons, warnings, additional signs, etc.):	Warnings
19. Are you distributing the Pet Waste Information Sheets with pet licenses?	Yes

### Report Details - Part D

### MS4 Outfall Pipe Mapping

1. Has the municipality completed the mapping of the MS4 outfall pipes?	Yes
2. Date completed:	07/17/2009
3. Number of outfall pipes that you operate in the municipality:	6
4. How many MS4 outfall pipes are mapped?	6

### Illicit Connection Elimination Program

1. Does the municipality have an ongoing program to detect and eliminate illicit connections to municipally owned or operated outfall pipes?	Yes
2. How many outfall pipes were inspected during the past calendar year?	6
3. Number of illicit connections detected during the past calendar year:	0
4. Number of illicit connections eliminated during the past calendar year:  <b>Please attach, in a format provided by the Department, a list of all outfalls found to have an illicit connection since the inception of the program. The list must include the outfall location, receiving water body, source of illicit connection and the date the illicit connection was eliminated.</b>	0

### Street Sweeping Program.



1. In the past calendar year, were all required streets swept?	Yes
2. What was the total number of miles swept?	70

**List the total amount of materials collected for each month since January 1, 2017, in tons.**

3. Units:	Tons
4. January:	7.07
5. February:	12.05
6. March:	5.5
7. April:	41.85
8. May:	26.13
9. June:	20.78
10. July:	9
11. August:	8.39
12. September:	16.77
13. October:	16.95
14. November:	28.63
15. December:	5.96
16. Total (Note: 1.053 cubic yards = 1 ton):	199.08
17. Explain the reason if reporting zero (0) for a month above:	

### Storm Drain Inlet Retrofitting

1. Has the municipality completed repaving, repairing, reconstruction, or alterations on any road surfaces in direct contact with municipally owned or operated storm drain inlets?	Yes
2. Approximately what percentage of storm drains within the municipality currently meet the standard?	60

### Stormwater Facility Maintenance

**Stormwater facilities include, but are not limited to, catch basins, extended detention basins, low flow bypasses, underground detention, dry wells, manufactured treatment devices, pervious paving buffers, infiltration basins/trenches, sand filters, constructed wetlands, wet ponds, bioretention, rooftop vegetated cover, vegetative filters, and stormwater conveyance systems. Stormwater facility inventories that indicate the type, function, and location of the facility must be kept onsite and available for inspection or upon request in a format provided by the Department. The format is available as SPPP Form 13 at: [http://www.nj.gov/dep/dwq/pdf/Tier\\_A/A%20-%20pdf%206.pdf](http://www.nj.gov/dep/dwq/pdf/Tier_A/A%20-%20pdf%206.pdf).**

1. Have you developed a Stormwater Facility Maintenance Program?	Yes
--	-----

### Other Stormwater Facilities

1. Were all stormwater facilities that you operate inspected?	Yes
2. Were any found to be in need of cleaning or repair in order to function properly?	Yes
3. During the past calendar year, were any stormwater facilities (excluding catch basins) cleaned?	Yes
4. Were repairs made?	N/A - no repairs needed
5. Describe repair(s) or if repairs have not yet been made, provide a schedule for the repair(s):	

### Catch Basins

1. Total number of catch basins that the municipality operates:	538
2. Total number of catch basins inspected:	538
3. Total number of catch basins cleaned:	76
4. Amount of materials removed from catch basins, in tons, during the past calendar year:	5
5. Units:	Tons

### Report Details - Part E

### Outfall Pipe Stream Scouring Remediation

**For all outfall pipes undergoing remediation through a scour remediation program, attach additional page(s) as necessary indicating the location of the outfall pipe (including the alphanumeric identifier), the repair start date, and the repair completion date.**

1. Has the municipality developed a prioritized list of outfall pipes requiring outfall pipe stream scouring remediation?	Yes
---	-----

### De-icing Material and Sand Storage

1. Does the municipality have a permanent structure for all de-icing material storage?	Yes
2. If sand is being stored outside, is it set back 50 feet from storm sewer inlets, ditches or other stormwater conveyance channels, and surface water bodies?	N/A - no sand stored outdoors



### Fueling Operations

1. Is the municipality implementing Standard Operating Procedures for vehicle fueling and receiving of bulk fuel deliveries at maintenance yard operations?

N/A - no fueling

### Vehicle Maintenance

1. Is the municipality implementing Standard Operating Procedures for vehicle maintenance and repair activities at maintenance yard operations?

N/A - no maintenance or repairs

### Good Housekeeping Practices

1. Is the municipality implementing Good Housekeeping Practices for all materials or machinery listed in the Inventory Requirements for Municipal Maintenance Yard Operations (including maintenance activities and ancillary operations)?

Yes

### Equipment and Vehicle Washing

1. Has the municipality implemented measures to properly handle the discharge of equipment and vehicle wash wastewater from municipal maintenance yard operations?

Yes

2. Please indicate which option you implemented to eliminate the unpermitted discharge:

Ceased the discharge (no longer wash onsite)

3. Date the management measure was implemented:

12/01/2008

4. What is the NJPDES permit number that authorizes the discharge of vehicle and equipment wash wastewater?

5. Is the municipality maintaining records of vehicle and equipment washing?

N/A - we do not wash our vehicles

### Annual Employee Training

1. Did the municipality conduct training for employees on stormwater related topics as required under the MS4 permit (e.g., police officers trained on ordinances)?

Yes

2. List date(s) of employee training:

12/28/2017

### Report Details - Part F

### Sharing of Responsibilities

Does the municipality share services with another entity to satisfy a permit requirement?

Yes

**For each of the following, indicate if you are relying on another entity to satisfy all or part of any permit requirements. Please provide additional information for any "Yes" answers in the provided Comments field.**

1. Public notice:	No
2. Comments:	We provide our own public notice.
3. Ensure compliance with RSIS for stormwater management:	No
4. Comments:	
5. Municipal stormwater management plan:	No
6. Comments:	
7. Municipal stormwater control ordinance:	No
8. Comments:	
9. Long term operation and maintenance of BMPs (post-construction):	No
10. Comments:	
11. Storm drain inlet design standard (post-construction):	No
12. Comments:	
13. Local public education program:	No
14. Comments:	
15. Storm Drain Inlet Labeling Program:	No
16. Comments:	
17. Illicit connection elimination program:	No
18. Comments:	
19. Street sweeping:	No
20. Comments:	
21. Storm drain inlet retrofitting:	No
22. Comments:	
23. Maintenance of municipally operated stormwater facilities:	No
24. Comments:	
25. Outfall pipe stream scouring:	No



26. Comments:	
27. De-icing and sand storage:	No
28. Comments:	
29. Fueling operations:	Yes
30. Comments:	We share with Rochelle Park, NJ
31. Vehicle maintenance:	No
32. Comments:	
33. Good Housekeeping:	No
34. Comments:	
35. Vehicle and Equipment Washing:	Yes
36. Comments:	We share with Rochelle Park, NJ
37. Employee Training:	No
38. Comments:	

### Incidents of Non-compliance

1. Did your Public Complex have any incidents of non-compliance?	No
2. Identify the steps being taken to remedy the noncompliance and to prevent such incidents from recurring. <b>(If the text box is not large enough to complete this section, please provide your report as an attachment and upload it on the next screen. Please reference the attachment in the textbox.)</b>	

### Certification

**Certifier:** Peter LoDico  
**Certifier ID:** PETELODICO  
**Challenge/Response Question:** What is your favorite car?  
**Challenge/Response Answer:** \*\*\*\*\*  
**Certification PIN:** \*\*\*\*\*  
**Date/Time of Certification:** 04/17/2018 10:21

"I certify under penalty of law that this Annual Report and Certification and all attached documents were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate this information. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering this information, the information in this Annual Report and Certification and all attached documents is, to the best of my knowledge and belief, true, accurate and complete.

"I certify that the municipality is in compliance with its stormwater program, Stormwater Pollution Prevention Plan (SPPP) and the NJPDES Tier A Municipal Stormwater General Permit No. NJG0151521 except for any incidents of non-compliance which are identified herein. For any incidents of non-compliance, the Annual Report identifies the steps being taken to remedy the non-compliance and to prevent such incidents from recurring.

"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."

**Please note, no changes will be allowed to be made to this report upon its certification. If you need to correct or modify the report after certification, please contact your case manager at (609) 633-7021 so they may enable that function.**

Peter LoDico  
**General**

04/17/2018  
**Date**



**TOWNSHIP OF SADDLE BROOK**

**SPPP**

**ATTACHMENT B**

**VEHICLE WASHING LOG**

Vehicles washed offsite, logs on file at DPW offices

# SADDLE BROOK DEPARTMENT OF PUBLIC WORKS

## VEHICLE INVENTORY

**FEBRUARY 2018** / Updated 5/13/2021

VEH.#	VEH. YR.	VEH. MAKE:	COLOR:	VIN.#	PLATE #:
5410	2017	Ford F250 p/u	White	1FTBF2B65HEF26076	26124MG
5411	2014	Ford Truck	Red	1FDUF5HT3EEA26576	MG98437
5412	2000	Ford F 350	Red	1FTRF3867EEA27246	MG98422
5413	2013	Ford Truck/low Boy	White	1FDUF4HY8DEA57262	MG98436
5414	2017	Ford F250 P/U	White	1FTBF2B67HEF26077	26125MG
5415	2014	International 12 yd	Red	1HTWPAZT2EH014521	10931MG
5416	2014	International 12 yd	Red	1HTWPAZT0EH014520	10932MG
5417	2000	International Garb.	Red/w	1HTGHADTXYH279345	MG62573
5418	2002	International Truck	Red	1HTWDAAR82J045804	MG51388
5419	2005	International Truck	Red/w	1HTWGAZT15J133699	MG62580
5420	2007	Ford P/U Truck	Red	1FTWF31P97EA47028	MG71063
5421	2007	Ford P/U Truck	Red	1FTWF31P07EA47029	MG71061
5422	2014	Ford Low Boy Dump	Red	1FDUF4HY6EEA43233	MG98432
5423	2012	Volvo Garbage Truck	White	4V5KC9EG9CN558625	MG96602
5424	2014	Ford Truck	Red	1FTRF3B69EEA27247	MG98421
550	2014	Ford Pick up	Red	1FTRF3B65EEA27245	MG98420
551	2007	Ford F350 Pick up	Red	1FTWF31507EA47031	MG71062
580 M	2002	Case Backhoe	Orange	JJG0309610	MG44813
580 N	2013	Case Backhoe	Yellow	JJGN58SNCDC586062	MG98419
621C	1999	Case frontend loader	Orange	JEE0122840	MG39433
Sewer Jet	1994	International	Red	1HTSCACR9RH599949	MG19455
Sweeper	2005	Elgin	White	P4393S	MG62569
Camera Truck	2004	Ford Van	White	1FTSS34P544B52908	MG65144

**TOWNSHIP OF SADDLE BROOK**

**SPPP**

**ATTACHMENT C**

**ROAD EROSION CONTROL MAINTENANCE LOG**

Current road erosion control maintenance logs on files at DPW offices

**TOWNSHIP OF SADDLE BROOK**

**SPPP**

**ATTACHMENT D**

**STREET SWEEPING LOG**

Current street sweeping inspection logs on file at DPW offices



**TOWNSHIP OF SADDLE BROOK**

**SPPP**

**ATTACHMENT D**

**STREET SWEEPING LOG**

Current street sweeping inspection logs on file at DPW offices

**TOWNSHIP OF SADDLE BROOK**

**SPPP**

**ATTACHMENT E**

**YARD WASTE COLLECTION LOG**

Current yard waste collection logs on file at DPW offices

**TOWNSHIP OF SADDLE BROOK**

**SPPP**

**ATTACHMENT F**

**CATCH BASIN CLEANING LOG**

Current catch basin cleaning inspections on file at DPW offices



**TOWNSHIP OF SADDLE BROOK**

**SPPP**

**ATTACHMENT G**

**OUTFALL INSPECTION LOG**

Outfall inspection logs on file at DPW offices

## COMPLETED

DATE: 11/28/17 Re-inspection 9/18/2020

**OUTFLOW #1** No Flow – clear – No obstructions  
#2 No Flow – clear – No obstructions  
#3 Low Flow – clear – No obstructions  
#4 No Flow – clear – No obstructions  
#5 Low Flow – clear – No obstructions  
#6 Low Flow – clear – No obstructions  
#7 No Flow – clear – No obstructions

ALL  
CLEAR

## COMPLETED

DATE: 7/13/17 Re-inspection 9/18/2020

OUTFLOW #1 No Flow – clear – No obstructions

#2 No Flow – clear – No obstructions

#3 Low Flow – clear – No obstructions

#4 No Flow – clear – No obstructions

#5 Low Flow – clear – No obstructions

#6 Low Flow – clear – No obstructions

#7 No Flow – clear – No obstructions

*CLEANED  
OUT*

*CLEANED OUT  
PROBIS*



**TOWNSHIP OF SADDLE BROOK**

**SPPP**

**ATTACHMENT H**

**DRAIN INLET INSPECTION/REPAIR LOG**

Current drain Inlet and Inspection/Repair Logs on file at DPW offices

2020 Log provided in DPW files

SEC.	BASIN	TYPE	STREET LOCATION	DATE	COND.	NEEDS	DATE
				7/28/17		CLEANING	CLEANED/
							REPAIRED
3	1		VFW DR. & CLAREMONT		Good		
3	2		84-86 CLAREMONT				
3	3		90 CLAREMONT				
3	4		136-138 CLAREMONT				
3	5	A/B	152-154 CLAREMONT & COGER ST.			X	9/11/17
3	6		154 CLAREMONT & COGER ST.				
3	7		146-144 CLAREMONT & MILLER ST.				
3	8		86 COGER & CLAREMONT AVE.				
3	9		95 COGER & CLAREMONT AVE.			X	9/11/17
3	10	D/B	86-95 COGER & CLAREMONT AVE.				
3	11		36 WESTMINSTER & SOUTH ST.				
3	12	A/B	46 WESTMINSTER & SOUTH ST.				
3	13	A/B/C	28 WESTMINSTER PL.				
3	14	D/B	27 WESTMINSTER PL.				
3	15	D/B	198 SOUTH & COGER ST.				
3	16	D/B	42 COGER & SOUTH ST.				
3	17	D/B	189 SOUTH & COGER ST.				
3	18	D/B	59 COGER ST.				
3	19	D/B	60-64 COGER ST.				
3	20		54 MILLER ST				
3	21		49 MILLER ST.				
3	22	D/B	80 COGER ST.				
3	23	D/B	77 COGER ST.				
3	24		44 MILLER & SOUTH ST.				
3	25		171 SOUTH & MILLER ST.				
3	26		180 SOUTH ST. Miller st	A- REUSE			
3	27		47 WILLIAMS & SOUTH ST.		Good		
3	28		144 SOUTH & 7 MILLER ST.				
3	29		153 SOUTH & MILLER ST.	A REUSE			
3	30		41 WOODWARD & SOUTH ST.		Good	X	9/11/17
3	31		44 WOODWARD & SOUTH ST.			X	
3	32		34 WOODWARD & SOUTH ST.			X	
3	33		139 SOUTH & WOODWARD ST.			X	
3	34		247 SOUTH & FINNIGAN AVE.				
3	35		252 SOUTH & FINNIGAN AVE.				
3	36		AVENUE & FINNIGAN & MKT. ST.				3/29/17 REPAIR
3	37		249 MCKENZIE & FINNIGAN AVE.				6/21/17 REPAIR
3	38		261-259 ADRIANNA & N. BLVD.				
3	39		246 BOULEVARD SOUTH				
3	40		254 BOULEVARD SOUTH				
3	41		281 ADRIANNA ST.				
3	42		282 ADRIANNA				
3	43		305-301 ADRIANNA ST.				
3	44		300-306 ADRIANNA ST.				6/22/17 REPAIR

TOP ROW OF BRICK

REPAIR

REPAIR

REPAIR

REPAIR

## COMPLETED

DATE: 5/10/17 / Reinspection 9/18/2020

OUTFLOW #1 No Flow – clear – No obstructions  
#2 No Flow – clear – No obstructions  
#3 Low Flow – clear – No obstructions  
#4 No Flow – clear – No obstructions  
#5 Low Flow – clear – No obstructions  
#6 Low Flow – clear – No obstructions  
#7 No Flow – clear – No obstructions

CLEANER OUT  
2522013



**TOWNSHIP OF SADDLE BROOK**

**SPPP**

**ATTACHMENT I**

**PUBLIC INFORMATION MATERIALS/NOTICES**

Public Information Materials/Notices Summarized in Annual Report

**TOWNSHIP OF SADDLE BROOK**

**SPPP**

**ATTACHMENT J**

**STORMWATER MANAGEMENT PLAN**

Stomwater Management Plan (SWMP) on file on Saddle  
Brook website. SWMP in process of revision/update

**TOWNSHIP OF SADDLE BROOK**

**SPPP**

**ATTACHMENT K**

**TOWNSHIP ORDINANCES RELATED TO STORMWATER**

Township Ordinances summarized in Annual Report and provided in full at DPW offices. This includes the March 2, 2021 Stormwater Ordinance recently approved. All Township stormwater ordinances posted on Township website.





**BIRDSALL ENGINEERING, INC.**  
CONSULTING & ENVIRONMENTAL ENGINEERS

Job No. 207521450012

## **MUNICIPAL STORMWATER MANAGEMENT PLAN**

**TOWNSHIP OF SADDLE BROOK  
BERGEN COUNTY, NEW JERSEY**

**SADDLE BROOK PLANNING BOARD**

**JULY 2008**

Prepared By:

**Andre M. Lennertz, P.P., A.I.C.P.**  
New Jersey License No. 588100

**TOWNSHIP OF SADDLE BROOK**

**SPPP**

**ATTACHMENT L**

**NJDEP CONTACTS**

NJDEP Contacts:

Christine Blaney  
NJDEP  
Northern Bureau of Water Compliance and  
Enforcement  
7 Ridgedale Avenue  
Cedar Knolls, NJ 07927  
O: 973-656-4099  
C: 609-468-8849  
F: 973-656-4400  
[Christine.blaney@dep.nj.gov](mailto:Christine.blaney@dep.nj.gov)