

# Stormwater Pollution Prevention Plan

*Township of South Hackensack  
Bergen*

*Permit Number NJG0152137*

*Annual Review Date: 05/01/2024*

*Stormwater Program Coordinator: Hassan Brown*

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## Form 1 – Team Members

<b>Stormwater Program Coordinator (SPC)</b>			
Name and Title	Yris Encarnacion		
Phone	201-440-1815	Email	Yencarnacion@southhackensacknj.org
<b>Individual(s) Responsible for Major Development Project Stormwater Management Review</b>			
Name and Title	Anthony Kurus, Neglia Group		
Phone	201-939-8805	Email	akurus@negliagroup.com
Name and Title			
		Email	
<b>Other Municipal Stormwater Team Members</b>			
Name and Title	Joe Marrella, DPW Assistant Superintendent		
Phone	201-440-1815	Email	jmarrella@southhackensacknj.org
Name and Title	Giorgio Sortino, Foreman DPW		
Phone	201-440-1815	Email	gsortino@southhackensacknj.org
Name and Title	<i>Hassan Brown, CPWM</i>		
Phone	201-265-2100	Email	<i>Hbrown@paramusborough.org</i>
<b>Shared/Contracted Service Providers</b>			
Provider Name	Service Provided	Term of Service	
<i>Borough of Paramus</i>	<i>CPMW</i>	<i>1 YEAR</i>	

## Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
<i>05/01/2024</i>	<i>All</i>	<i>Annual update</i>
<i>05/01/2023</i>	<i>All</i>	<i>Annual update</i>
<i>07/20/2022</i>	<i>All</i>	<i>Annual update</i>
2011	All	New regulations
08/2019		New Regulations
08/2019	1	New SPC

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

1. Provide the link to the dedicated stormwater webpage for your municipality.
<a href="https://southhackensacknj.org/dpw/stormwater.php">https://southhackensacknj.org/dpw/stormwater.php</a>
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
David Scott, Scott Team Consulting, LLC
3. List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.
<i>For meeting where, public notice is required under the Open Public Meeting Act, the Township of South Hackensack provides public notice in a manner that complies with the requirements of that Act, also in regard to the passage of ordinances, the Township of South Hackensack provides public notice in a manner that complies with the requirements of NJSA 40:48-1 et. seq. In addition, for municipal actions, (e. g. adoption of the municipal stormwater management plan) subject to public notice requirements in the Municipal Land Use Law (NJSA 40:55D-1 et. seq) the Township of South Hackensack complies with those requirements. Also, the Township storm water website link, <a href="https://southhackensacknj.org/dpw/stormwater.php">https://southhackensacknj.org/dpw/stormwater.php</a></i>

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

## Part IV.E.

<p>1. How does the municipality define “major development”? If it is different from the definition in N.J.A.C. 7:8, explain the difference.</p>
<p><i>“Major development” means an individual “development,” as well as multiple developments that individually or collectively result in: 1. The disturbance of one or more acres of land since February 2, 2004; 2. The creation of one-quarter acre or more of “regulated impervious surface” since February 2, 2004; 3. The creation of one-quarter acre or more of “regulated motor vehicle surface” since March 2, 2021; or 4. A combination of 2 and 3 above that totals an area of one-quarter acre or more. The same surface shall not be counted twice when determining if the combination area equals one-quarter acre or more. Major development includes all developments that are part of a common plan of development or sale (for example, phased residential development) that collectively or individually meet any one or more of paragraphs 1, 2, 3, or 4 above. Projects undertaken by any government agency that otherwise meet the definition of “major development” but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered “major development.”</i></p>
<p>2. Is the municipality’s stormwater control ordinance (SCO) the same as or more stringent than NJDEP’s model SCO? If more stringent, explain the difference.</p>
<p>All municipal projects are reviewed and regularly inspected by the Township Engineer and designees to ensure compliance with the Stormwater Management Ordinance. A maintenance plan for BMPs and structural stormwater management measures as described in the Stormwater Management Ordinance is established to ensure adequate long-term operation and maintenance of required BMPs and structural stormwater management measures for any Township project or development. The Township’s SCO is at a minimum equal to the NJ DEP’s model SCO.</p>
<p>3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).</p>
<p>The process for reviewing major development project applications for compliance is as follows:</p> <ol style="list-style-type: none"> <li>1. Examination of the existing and proposed site conditions to verify whether the development is subject to the Stormwater Control Ordinance(s).</li> <li>2. Examination of the hydraulic, hydrologic, and geographic conditions of the development site, such as land use cover, topography, flooding history, and discharge point(s).</li> <li>3. Examination of proposed stormwater management measures:</li> </ol>

A determination is made as to whether the proposed stormwater management measures first incorporate nonstructural strategies to meet the design and performance standards to the maximum extent practicable. The nine nonstructural strategies must be adopted in the municipality's Stormwater Control Ordinance(s). They can be also found in N.J.A.C. 7:8-5.3. The Department has prepared a Low Impact Development Checklist that provides information to assist reviewers and designers in demonstrating that nonstructural stormwater management Tier A Municipal Stormwater Guidance Document October 2018 Chapter 3.4 Post Construction Stormwater Management in New Development and Redevelopment Page 12 measures have been implemented in a project. The checklist is available online from the Department at

[http://www.nj.gov/dep/stormwater/bmp\\_manual/NJ\\_SWBMP\\_A.pdf](http://www.nj.gov/dep/stormwater/bmp_manual/NJ_SWBMP_A.pdf); and

After incorporating the nonstructural strategies, a determination is made to ascertain whether the proposed development still requires structural measures in order to meet the design and performance standards for water quality, quantity and groundwater recharge.

4. Examination of whether the proposed structural measures follow the design and performance standards as well as the best management practices required in the Municipal Stormwater Control Ordinance(s), the Residential Site Improvement Standards and the Stormwater Management rules. The Department provides the New Jersey Stormwater BMP manual to guide the detailed designs of stormwater management measures. The municipality's review engineers must be familiar with the design guidelines in order to perform an effective review. The New Jersey Stormwater BMP Manual is available at [http://www.nj.gov/dep/stormwater/bmp\\_manual2.htm](http://www.nj.gov/dep/stormwater/bmp_manual2.htm).

5. Examination of whether a maintenance plan is proposed and meets the requirements in the Municipal Stormwater Control Ordinance(s). There are specific requirements to prepare a maintenance plan, provide the information of the party responsible for the maintenance and the legal step to record the maintenance plan on the deed.

4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.

*Yes, for the MSMP all records are kept at Town Hall and Department of Public Works  
No, for the SCO*

5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.

6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.

*The MSMP was created February 2005, Revised February 2007, Last Revised November 2,2022*



**Form 5 – Ordinances**  
*Part IV.F.1.*

<b>Ordinance</b>	<b>Date Adopted</b>	<b>Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.</b>	<b>Entity Responsible for Enforcement</b>	<b>Fees &amp; Fines</b>
1. Pet Waste	12/09/2004	YES	PD/Code Enforcement	\$_0-\$1,000__
2. Wildlife Feeding	11/10/2004	YES	PD/Code Enforcement	\$250-\$1,500__
3. Litter Control	11/10/2004	YES	PD/Code Enforcement	\$_0-\$2,000__
4. Improper Disposal of Waste	11/10/2004	YES	PD/Code Enforcement	\$_0-\$1,000__
5. Yard Waste	11/10/2004	YES	PD/Code Enforcement	\$_0-\$1,000__
6. Private Storm Drain Inlet Retrofitting	11/10/2004	YES	PD/Code Enforcement	\$_0-\$2,000__
7. Illicit Connections	11/10/2001	YES	PD/Code Enforcement	\$_0-\$2,000__
8. Privately-Owned Salt Storage			PD/Code Enforcement	\$__
9. Tree Removal- Replacement	11/10/2010	YES	PD/Code Enforcement	\$_0-\$1,000__
<b>List any additional stormwater-related ordinances the municipality has adopted that address issues beyond the scope of the MS4 permit. Include adoption date, entity responsible for enforcement, and related fees and fines.</b>				
<b>Indicate the location of records associated with ordinances and related violations and enforcement actions below.</b>				
The Clerks office maintains records at Town Hall 227 Phillips Ave. South Hackensack NJ 0760				

## Form 6 – Street Sweeping

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

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

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

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

The DPW sweeps the entire Town once per quarter. During routine road inspections we check to see if a street or area needs sweeping more often. Weather permitting and sweeper availability.

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

The Township shares a sweeper with another municipality. (Moonachie)

*We also have a shared service agreement with Paramus Borough when needed.*

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

<p><b>1. Municipal Storm Drain Inlets</b></p> <p>a. Describe how you ensure that municipal inlets without permanent wording cast into the design have been properly labelled.</p> <p>b. Describe how you ensure that municipal and private storm drain inlets have been retrofitted.</p> <p>c. Describe how you ensure that newly installed storm drain inlets include corresponding catch basins or other BMPs to collect solids.</p> <p>d. Describe when and how you conduct inspections of storm drain inlets and the criteria used to determine when they need to be cleaned.</p>
<p>A. All municipal inlets have been fitted with the proper heads that have permanent wording.</p> <p>B. All municipal drains have been retrofitted, when site plans are submitted the engineer make sure any inlets are complainant.</p> <p>C. This is done by the Township engineer during planning.</p> <p>D. Catch basin and storm drains are inspected once per year for repairs. Basin are checked three time per week for debris on top of the basin. During the months of June and July all basins are vacuumed out and checked for repairs.</p>
<p><b>2. Municipal Catch Basins</b></p> <p>a. Describe when and how you conduct inspections of catch basins.</p> <p>b. Describe the criteria used to determine when catch basins need to be cleaned.</p>
<p>Catch basin and storm drains are inspected once per year for repairs. Basin are checked three time per week for debris on top of the basin. During the months of June and July all basins are vacuumed out and checked for repairs</p>
<p><b>3. Municipal Conveyance System</b></p> <p>Describe when and how inspections of MS4 conveyance systems are conducted, and the criteria used to determine when they need to be cleaned. Include a description of the equipment and techniques used.</p>
<p><i>The Township is working on a shared service agreement to have the MS4 system video once every 3 years. This video will help us determine if any pipes need to be replaced, or repaired. Also, the DPW inspects swales and outfalls 3 times a week for debris.</i></p>
<p><b>4. Municipal Outfall Inspections – Stream Scouring</b></p> <p>Describe the program in place to detect, investigate, and control localized stream scouring</p>

from stormwater outfalls. Include a description of the equipment and techniques used.

When the Township is performing the outfall condition assessment all outfall pipes are inspected for signs of scouring. All sites will be placed on a prioritized list and repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. In addition, repairs that do not require NJDEP permits will be performed first.

The Township will follow each repair up with an annual inspection of the site to ensure that scouring has not resumed.

**5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination**

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

We conduct a physical inspection of all of our outfall pipes and use the DEP Illicit Connection Inspection Report Form to conduct these inspections, and each of these forms are kept with our SPPP Records. Outfall pipes that are found to have a dry weather flow or evidence of an intermittent non-stormwater flow will be re-checked again to locate the illicit connection. If we are able to locate the illicit connection (and the connection is in the Borough) we will cite the responsible party for being in violation of our Illicit Connection Ordinance and we will have the connection eliminated immediately. If after the appropriate amount of investigation, we are unable to locate the source of the illicit connection, we will submit the Closeout Investigation Form without Annual Inspection and Recertification. If an illicit connection is found to originate from another public entity, the Township will report it to the DEP.

**6. Other Municipal Infrastructure**

List the types of MS4 infrastructure in your town that require inspection but are not noted above in items 1-5. Describe when and how you conduct inspections of this infrastructure and the criteria used to determine when they need to be maintained and/or cleaned.

The Township has an MS4 pump station. The pump station is routinely checked three times per week.

**7. Stormwater Facilities Not Owned or Operated by the Municipality**

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

how you record the locations and logs associated with private infrastructure.

The Township is creating an inventory of all privately-owned stormwater facilities. Letters will be sent requesting a description of the facility's stormwater structures and site-specific maintenance plans, logs and any past or present issues or concerns. Once the inventory is complete the Township will inspect the facilities on an annual basis.

### **8. Infrastructure Records**

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

All records of cleanings, inspection and repairs are kept in the DPW office.

## Form 8 – Community-wide Measures

### Part IV.F.2.

<b>1. Herbicide Application Management</b> Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.
We do not use Herbicide on our property.
<b>2. Excess Deicing Material Management</b> Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.
All salt and de-icing material is stored and handled in accordance with the Best Management Practices protocols. All salt and deicing material is stored inside of the salt dome. Inspections and maintenance of the salt shed and surrounding area are performed regularly; tracking of material from loading and unloading operations is minimized; and the area is swept regularly, in the event of tracked material and after loading and unloading is complete all loose material is collected placed back into the salt shed for reuse. Any excess piles inadvertently deposited on the roadway during spreading operations are removed within 72 hours.
<b>3. Roadside Vegetative Waste</b> Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).
Residential yard trimmings and wood waste debris are collected on a regular basis and follow the township ordinance for containment and disposal methods.
<b>4. Roadside Erosion Control</b> Describe your program to detect and repair erosion along municipal roadways.
The Township of South Hackensack maintains all roadside vegetation by trimming. All areas of uncurbed roadside vegetation are monitored for erosion problems from vehicular traffic. The Township does not utilize herbicides for roadside vegetation management so as to prevent it from being washed by stormwater into the waters of the State and to prevent erosion caused by de-vegetation.

# Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

## Part IV.F.5.

*Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates:   2*

<b>1. Site Name and Address</b>	
<i>Site 1 of 2: DPW building, 227 Phillips Ave, South Hackensack NJ, 07606</i>	
<b>2. Monthly Site Inspections</b>	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
Employees working at / within the maintenance yard perform daily inspections of the complex and grounds. More in depth site inspections are performed and documented at least once per month to ensure materials are being securely stored and organized. Inspection logs are kept by supervisory staff in their offices. Any problems or issues that are discovered are remediated as soon as possible or within 72 hours.	
<b>3. Inventory List</b>	
List all materials and machinery that are potentially exposed to stormwater.	
<b>Materials</b>	<b>Machinery/Equipment</b>
<i>Rock Salt</i>	Pickup trucks
<i>Oil Tank</i>	<i>Bucket loader</i>
	<i>Lawn mowers</i>
<b>4. Discharge of Stormwater from Secondary Containment</b>	
Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.	
<i>Our above ground Oil storage tank is protected by secondary containment. During monthly inspection if stormwater is noted it is removed.</i>	
<b>5. Fueling Operations</b>	
Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of	

stormwater from fueling activities. If not, explain where fueling takes place.
N/A
<b>6. Vehicle/Equipment Maintenance and Repair</b> Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.
<i>Vehicle maintenance is done off site. The Township has an agreement with Paramus for vehicle maintenance.</i>
<b>7. Wash Wastewater Containment</b> Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.
N/A
<b>8. Salt and Other Granular De-icing Materials</b> Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
All salt and de-icing material is stored and handled in accordance with the Best Management Practices. All salt and deicing material is stored inside of the salt dome. Inspections and maintenance of the salt shed and surrounding area are performed regularly; tracking of material from loading and unloading operations is minimized; and the area is swept regularly, in the event of tracked material and after loading and unloading is complete all loose material is collected placed back into the salt shed for reuse.
<b>9. Aggregate Material, Wood Chips, and Finished Leaf Compost</b> Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.
N/A
<b>10. Cold Patch Asphalt</b> Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.



N/A
<p><b>11. Street Sweepings and Storm Sewer Cleanout Materials</b>  Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
N/A
<p><b>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings</b>  Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<i>The Yard Waste is temporarily stored on site in a 20-yard container. The waste is then disposed of at Paramus composting site.</i>
<p><b>13. Scrap Tires</b>  Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
N/A
<p><b>14. Inoperable Vehicles and Equipment</b>  Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.</p>
Inoperable vehicles and equipment are drained of all fluids and stored at least fifty (50) feet from any / all storm drains until they can be disposed of through auction and / or scrap yard.

# Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

## Part IV.F.5.

*Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: 2 \_*

<b>1. Site Name and Address</b>	
<i>Site 2 of 2: 420 Huyler St. South Hackensack NJ 07606</i>	
<b>2. Monthly Site Inspections</b>	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
Employees working at / within the fueling site perform daily inspections of the site and grounds. A site inspection is performed and documented at least once per month to ensure materials are being securely stored and organized. Problems or issues discovered are remediated as soon as possible or within 72 hours. Inspection log is kept by supervisory staff at the DPW office.	
<b>3. Inventory List</b>	
List all materials and machinery that are potentially exposed to stormwater.	
<b>Materials</b>	<b>Machinery/Equipment</b>
<b>4. Discharge of Stormwater from Secondary Containment</b>	
Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.	
<i>If during the monthly inspection any stormwater is found in the secondary containment. It is removed immediately.</i>	
<b>5. Fueling Operations</b>	
Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of	

<p>stormwater from fueling activities. If not, explain where fueling takes place.</p>
<p>All fueling operations are performed in accordance with the Best Management Practices. Drip pans are placed under hoses and pipe connections, inlets are blocked, and safety operations are posted during bulk fuel transfer.</p>
<p><b>6. Vehicle/Equipment Maintenance and Repair</b> Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p>
<p>N/A- No maintenance or repairs are performed at this location</p>
<p><b>7. Wash Wastewater Containment</b> Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>
<p>N/A</p>
<p><b>8. Salt and Other Granular De-icing Materials</b> Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>N/A</p>
<p><b>9. Aggregate Material, Wood Chips, and Finished Leaf Compost</b> Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>N/A</p>
<p><b>10. Cold Patch Asphalt</b> Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>

N/A
<p><b>11. Street Sweepings and Storm Sewer Cleanout Materials</b> Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
N/A
<p><b>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings</b> Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
N/A
<p><b>13. Scrap Tires</b> Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
N/A
<p><b>14. Inoperable Vehicles and Equipment</b> Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.</p>
N/A

**Form 10 – Training**

*Part IV.F.6-10.*

<b>Stormwater Program Coordinators</b>
Describe the training provided for the municipal Stormwater Program Coordinator.

*Stormwater Program Coordinator (SPC) has extensive stormwater training and is also a Certified Stormwater Inspector. Additional training experience includes Forever Chemicals, Stormwater Utilities, and Stormwater Design Review. The SPC ensures appropriate staff receive training on topics in the chart below as required due to job duties assigned within three months of commencement of duties.*

<b>Topic</b>	<b>Municipal Employees</b> Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
<b>Describe the training provided for municipal staff.</b>	
SPPP	Annual training is provided by the SPC to employees in-person and by field training. Employees also review the required stormwater videos annually
Construction Site Stormwater Runoff	<i>Training provided by the SPC at a minimum of every two years</i>
Post-Construction Stormwater Management in New and Redevelopment	<i>Training provided by the SPC at a minimum of every two years</i>
Community-wide Ordinances	<i>Training provided by the SPC at a minimum of every two years</i>
Community-wide Measures	<i>Training provided by the SPC at a minimum of every two years</i>

Stormwater Facilities Maintenance	<i>Training provided by the SPC annually</i>
Municipal Maintenance Yards and Other Ancillary Operations	<i>Training provided by the SPC annually</i>
MS4 Mapping	<i>Training provided by the SPC at a minimum of every two years</i>
Outfall Stream Scouring	<i>Training provided by the SPC at a minimum of every two years</i>
Illicit Discharge Detection and Elimination	<i>Training provided by the SPC at a minimum of every two years</i>

<b>Stormwater Management Design Reviewers</b>
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
All design engineers, township engineers, and others who review the stormwater management design for development and redevelopment projects on behalf of the township must attend the first available class upon assignment as a reviewer and every five years thereafter. The course is a free, two-day training conducted by DEP staff. Training dates and locations are posted at <a href="http://www.nj.gov/dep/stormwater/training.htm">www.nj.gov/dep/stormwater/training.htm</a> . Indicate the location of the DEP certificate of completion for each reviewer.


<b>Municipal Board and Governing Body Members</b>
Describe the training provided for members of the planning/zoning board and municipal council.
Required for individuals who review and approve applications for development and redevelopment projects in the municipality. This includes members of the planning and zoning boards, town council, and anyone else who votes on such projects. Training is in the form of online videos, posted at <a href="http://www.nj.gov/dep/stormwater/training.htm">www.nj.gov/dep/stormwater/training.htm</a> .
Within 6 months of commencing duties, watch <i>Asking the Right Questions in Stormwater Review Training Tool</i> . Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member

<b>Training Records</b>
Indicate the location of training records for the above required training.
All training records are kept in the SPPP Book located in the DPW office.

**Form 11 – MS4 Mapping**  
*Part IV.G.1.*

1. Provide a link to the most current MS4 outfall/infrastructure map.	
<a href="https://southhackensacknj.org/dpw/stormwater.php">https://southhackensacknj.org/dpw/stormwater.php</a>	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	15
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	2
c. MS4 interconnections	
d. MS4 storm drain inlets	328
e. MS4 manholes	10
f. Length of conveyance (channels, pipes, ditches, etc.)	
g. MS4 pump stations	1
h. MS4 stormwater facilities (any that are not listed above)	0
i. Maintenance yard(s) and other ancillary operations	0
3. Describe how the municipality's outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).	
Site plans are reviewed by Township engineers who notify the Department of Public Works of any new additions to the MS4 infrastructure.	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
Annual software updates and any changes / additions to the infrastructure system are performed on an as needed basis.	



## Form 12 – Watershed Improvement Plan

### Part IV.H.

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

The Township of South Hackensack is currently in the process of creating our Watershed Improvement Plan.

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

South Hackensack is participating in a joint feasibility study with the Bergen County Utilities Authority regarding the creation of a Stormwater Utility to improve the water quality throughout Bergen County. Also, South Hackensack is apart of the Rebuild by Design Meadowlands Group.

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

*Top be determined.*