

Stormwater Pollution Prevention Plan

Borough of Mendham
Morris County

NJPDES: NJG0151483

Annual Review Date: December 14, 2023
Stormwater Program Coordinator: Paul W. Ferriero, PE, CME

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Paul W. Ferriero
Stormwater Program Coordinator

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title		Paul W. Ferriero, PE, CME Borough Engineer	
Phone	908-879-6209	Email	paul.ferriero@ferrieroengineering.com
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title		Paul W. Ferriero, PE, CME Borough Engineer	
Phone	908-879-6209	Email	paul.ferriero@ferrieroengineering.com
Name and Title			
		Email	
Other Municipal Stormwater Team Members			
Name and Title		Pete Hafemeister, Superintendent of Public Works	
Phone	973-543-6535	Email	phafemeister@mendhamnj.org
Name and Title		Joyce Bushman, Administrator	
Phone	973-543-7152 x11	Email	jbushman@mendhamnj.org
Name and Title		Lauren McBride, Acting Clerk	
Phone	973-543-7152 Ext. 15	Email	clerk@mendhamnj.org
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	
Morris County Cooperative Purchasing Program	Street Sweeping	Ongoing	

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
1/30/2019	All	Updated SPPP per permit requirements
7/30/2019	4	Updated Clerk, public education
8/22/2019	4, 10	Updated public education, inventory, maintenance yards
9/27/2019	10	Updated materials and machinery information
4/27/2021	3, 10	Add SWMP date, updated DPW equipment list
12/14/2023	All	Updated SPPP per permit requirements

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

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.mendhamnj.org/cn/webpage.cfm?TPID=10920
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Pete Hafemeister, Superintendent of Public Works
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.
Borough website, social media accounts (Facebook, Instagram), public information counter at Borough Hall

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>(1) Any individual "development," as well as multiple developments that individually or collectively result in:</p> <p>(a) The disturbance of one or more acres of land since February 2, 2004;</p> <p>(b) The creation of one-quarter acre or more of "regulated impervious surface" since February 2, 2004;</p> <p>(c) The creation of one-quarter acre or more of "regulated motor vehicle surface" since March 2, 2021; or</p> <p>(d) A combination of Subsection (1)(b) and (c) 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.</p> <p>(2)</p> <p>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 conditions in Subsection (1)(a), (b), (c) or (d) 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.</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>Mendham’s SCO is more stringent and includes:</p> <p><u>MINOR DEVELOPMENT</u></p> <p>Any development that results in the creation of an increase of 1,000 square feet or more of impervious area or one that disturbs more than 2,500 square feet of land area. Further, a minor development shall not meet the definition of "major development."</p>

3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).

To control stormwater from new development and redevelopment projects throughout Mendham Borough (including projects we operate) we:

Ensure that all new residential development and redevelopment projects that are subject to the Residential Site Improvement Standards for stormwater management (including the NJDEP Stormwater Management rules, N.J.A.C. 7:8, referenced in those standards) are in compliance with those standards.

Our planning and zoning boards ensure such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law. To date and under the permit, Mendham Borough has not constructed any new development or redevelopment projects on Borough property that require stormwater management.

We require any storm drain inlets that we install to comply with the design standards set forth under the permit.

Under the SCO, which is administered by the planning/zoning boards and code enforcement officer, we control stormwater from non-residential development and redevelopment projects.

Where it is necessary to implement the municipal stormwater management plan, the approved ordinance will also control aspects of residential development and redevelopment projects that are not subject to the Residential Site Improvement Standards. For any BMP that is installed in order to comply with the requirements of our post-construction program, Mendham Borough will ensure adequate long-term operation as well as preventative and corrective maintenance (including replacement) of BMPs. For BMPs on private property that we do not own or operate, Mendham Borough intends to do this by adopting and enforcing a provision in the municipal stormwater control ordinance that requires the private entity to perform the operation and maintenance, with penalties if the private entity does not comply. If, for example, the private entity does not perform the required maintenance, the Borough can perform the maintenance and charge the private entity. Mendham Borough will also enforce, through the municipal stormwater control ordinance, compliance with the design standard in Attachment C of our permit to control passage of solid and floatable materials through storm drain inlets. Mendham Borough expects that for most projects, such compliance will be achieved either by conveying flows through a trash rack as described in the “Alternative Device Exemption,” or (for flows not conveyed through such a trash rack), by installation of the NJDOT bicycle safe grate and (if needed) a curb opening with a clear space no bigger than two inches across the smallest dimension.

<p>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.</p>
<p>Mendham provide for a mitigation plan as follows:</p> <p>This mitigation plan is provided for a proposed development that is granted a variance or exemption from the stormwater management design and performance standards. Presented is a hierarchy of options:</p> <p>Mitigation Project Criteria</p> <p>1. The mitigation project must be implemented in the same drainage area as the proposed development. The project must provide additional protection from stormwater runoff quality and quantity from previously developed property that does not currently meet the design and performance standards outlined in the Municipal Stormwater Management Plan. The developer must ensure the long-term maintenance of the project, including the maintenance requirements under Chapters 8 and 9 of the NJDEP Stormwater BMP Manual.</p> <p>a. The applicant can select one or more of the following projects listed to compensate for the deficit from the performance standards resulting from the proposed project. Listed below are specific projects that can be used to address the mitigation requirement.</p> <p>Acquisition of Open Space especially in Well Head Protection Areas.</p> <p>Retrofitting of Stormwater Inlets.</p> <p>Labeling of Stormwater Inlets.</p> <p>Mapping of Stormwater Inlet System. Water</p> <p>Quality studies on streams</p> <p>2. If a suitable site cannot be located in the same drainage area as the proposed development, as discussed in Option 1, the mitigation project may provide mitigation that is not equivalent to the impacts for which the variance or exemption is sought, but that addresses the same issue. For example, if a variance is given because the 80 percent TSS requirement is not met, the selected project may address water quality impacts that impact aquatic life along a certain stream. The Borough may allow a developer to provide funding or partial funding to the Borough for an environmental enhancement project that has been identified in a Municipal Stormwater Management Plan, or towards the development of a Regional Stormwater Management Plan. The funding must be equal to or greater than the cost to implement the mitigation outlined above, including costs associated with purchasing the property or easement for mitigation, and the cost associated with the long-term maintenance requirements of the mitigation measure.</p> <p>Records of all variances, if any, are retained in Planning and Zoning Department.</p>

5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.
<p>Initial – February 7, 2006</p> <p>Revised - February 22, 2021</p>
6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.
<p>April 11, 2005 (initial)</p> <p>March 2006 (revised)</p> <p>April 1, 2010 (revised)</p>

Form 5 – Ordinances

Part IV.F.1.

Ordinance	Date Adopted	Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.	Entity Responsible for Enforcement	Fees & Fines
1. Pet Waste	6/10/2004 5/2/2005, 12/5/2016	yes	Police	Min \$5 Max \$50
2. Wildlife Feeding	7/2/2005	yes	Police, DPW Super	Min \$100, Max \$1250
3. Litter Control	May 2, 2005	yes	Police, DPW Super, Zoning Official	Min \$100, NTE \$1250
4. Improper Disposal of Waste	7/2/2005 2/10/2010	yes	Health Officer, Police, Zoning	Max \$2000
5. Yard Waste	7/2/2005 6/16/2008	yes	Administrator, Recycling Coord, DPW, Police	Min \$25, Max \$1000
6. Private Storm Drain Inlet Retrofitting	9/7/2010, 12/1/2014	yes	Adm, ZO, Engineer, DPW Super, Subcode Official	Max \$2000
7. Illicit Connections	7/2/2005 11/19/2019	yes	Police, DPW Super or designee, ZO, Engineer	Max \$2000
8. Privately-Owned Salt Storage	9/13/2023	yes	Zoning Officer	Min NTE \$100
9. Tree Removal-Replacement	4/17/2000	Copy submitted to NJDEP to confirm acceptance under permit terms	Zoning Officer	Min NTE \$100
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.				
Containerized Yard Waste/Yard Waste Collection Program 7/2/2005 (Health Officer, Police, Zoning Official) Min \$25/Max \$1,000				
Indicate the location of records associated with ordinances and related violations and enforcement actions below.				

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.

Mendham has been exceeding the prior permitting requirements for street sweeping, ensuring that all except gravel roads (approx 1 mile of gravel roads, combined) are swept twice per year. Street sweeping work is contracted, debris piles are temporarily stored (away from storm drains at DPW yard) for final removal (usually 24-72 hours from the sweeping date).

Mendham will increase the sweeping schedule to tri-annual in accordance with the 2023 Tier A permit term and implementation schedule.

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

Street sweeping work is contracted under the Morris County Cooperative Purchasing Contract. The current contractor is Reilly Sweeping, LLC.

Street sweeping materials are removed/recycled by a vendor contracted by the Morris County Municipal Utilities Authority. The current contractor is Sweeping Corp of America (SCA)

Form 7 – MS4 Infrastructure

Part IV.F.2-4. and Part IV.G.2-3.

1. Municipal Storm Drain Inlets

- a. Describe how you ensure that municipal inlets without permanent wording cast into the design have been properly labelled.
- b. Describe how you ensure that municipal and private storm drain inlets have been retrofitted.
- c. Describe how you ensure that newly installed storm drain inlets include corresponding catch basins or other BMPs to collect solids.
- d. Describe when and how you conduct inspections of storm drain inlets and the criteria used to determine when they need to be cleaned.

- a) The Borough maintains and keeps legible all storm drain labels throughout the municipality. As part of the annual stormwater facility inspection the inspectors will replace any storm drain labels that are missing or are illegible. The labels will read "No dumping - Drains to Stream" with a picture of a fish next to it. We label all storm drain inlets that are along municipal streets with sidewalks, and all storm drain inlets within plazas, parking areas, or maintenance yards that are operated by Mendham Borough. For the labeling we use plastic or metal labels that will be applied using adhesive.
- b) Appropriate retrofits with permanent castings are included in road project designs and inspected upon install during construction.
- c) Records are retained in the annual certification sent to the NJDEP. The Engineering Department duties include a procedure for any road that undergoes renovations or paving projects must also have its inlets inspected and retrofitted if necessary. Records are kept on both contracted work and in-house work that is completed.
- d) Storm drain inlets are visually inspected by road crews as part of routine maintenance and cleared before/after anticipated major storm events.

<p>2. Municipal Catch Basins</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>Mendham Borough has contracted for a complete stormwater facility inspection, with approximately 50% of the inventory completed in 2023. The balance is at least visually inspected by road crews during the course of regular road maintenance duties.</p> <p>Additionally, Mendham is exploring shared services contract options for an annual catch basin cleaning program to maintain catch basin function and efficiency. Under this program, all catch basins will be inspected once each year. If, at the time of inspection, no sediment, trash or debris is observed in the catch basin, then that catch basin will not be cleaned. All catch basins will be inspected yearly, even if they were found to be “clean” the previous year. At the time of cleaning, the catch basins will also be inspected for proper function. Maintenance or repair will be prioritized based on condition and scheduled for repair as needed.</p>
<p>3. Municipal Conveyance System</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>Annual inspections are conducted by public works and supplemented by contracted consultants, when requested. More frequent inspections are performed during the course of routine public works duties, particularly before and after major storm events. Conditions are recorded where maintenance or repairs are required to restore the system to proper working conditions.</p>
<p>4. Municipal Outfall Inspections – Stream Scouring</p> <p>Describe the program in place to detect, investigate, and control localized stream scouring from stormwater outfalls. Include a description of the equipment and techniques used.</p>
<p>Mendham has identified 66 outfalls within its boundaries. Inspections are conducted annually by public works during the course of normal public works duties, particularly after major storm events, and supplemented by contracted consultant, when requested.</p>

<p>5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination</p> <p>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.</p>
<p>Inspections of outfall pipes are conducted annually and made part of the illicit connection inspection process. All sites with signs of scouring are placed on a prioritized list with repairs made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. Repairs that do not need NJDEP permits are typically prioritized since the repair timelines can be expedited.</p> <p>The annual inspections enable the Borough to monitor repairs and ensure that scouring has not resumed.</p> <p>If complaints are reported or if any outfalls are found to have a suspected illicit discharge, we re-inspect within 30 days and sample in accordance with NJDEP’s MS4 Guidance to determine if an illicit connection exists.</p> <p>If an illicit discharge is detected, the borough will begin the work to identify the source within 30 days. We fill out and submit the NJDEP Illicit Connection Inspection Report Forms for each suspected illicit discharge to submit with our Annual Report.</p>
<p>6. Other Municipal Infrastructure</p> <p>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.</p>
<p>Mendham Borough has implemented a stormwater facility maintenance program to ensure that all stormwater facilities operated by the Borough function properly. These stormwater facilities will be inspected annually to insure that they are functioning properly. In high risk areas, preventative maintenance will be performed on all stormwater facilities to ensure that they do not begin to fail.</p>

<p>7. Stormwater Facilities Not Owned or Operated by the Municipality</p> <p>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.</p>
<p>The Borough of Mendham maintains a list of stormwater facilities that are not owned by the municipality and is currently reviewing the list for accuracy, as part of the MS4 mapping exercise. The list includes location, type, and facility contact information. The Borough requires an annual certification from these owners and follows up to ensure the inspections are conducted and the facilities are maintained.</p>
<p>8. Infrastructure Records</p> <p>Indicate the location of records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.</p>
<p>All infrastructure records are maintained in the office of the Superintendent of Public Works.</p>

Form 8 – Community-wide Measures
Part IV.F.2.

1. Herbicide Application Management Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.
The Borough does not apply herbicides to its properties. Roadside vegetation is cut back manually.
2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.
Mendham Borough stores its de-icing material in a permanent structure (dome) located at its maintenance yard. Trucks pull up to the building's edge for loading. At the completion of loading or unloading activities, inspections are conducted for spilled material, with any excess returned to salt piles. This procedure is also used on streets, where an excess amount may have been unintentionally discharged.
3. Roadside Vegetative Waste Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).
Any and all roadside waste generated by the Borough is immediately removed at the conclusion of the task and/or upon discovery. Roadside vegetation is cut back. Chemical sprays are not used.
4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.

Road crews maintain and constantly monitor roadway conditions. Crews are out daily performing various tasks that enable them to identify areas of erosion or deterioration. Whenever possible, temporary solutions are implemented (cold patch, etc.). Areas are logged for future repair, often added to larger road improvement projects. Identified areas of particular concern are coned off or barricaded for public safety until a safe and permanent fix is installed.

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: 1

1. Site Name and Address	
37 Ironia Road, Mendham, NJ 07945	
2. Monthly Site Inspections Describe the nature of inspections conducted at this site and the location of inspection logs.	
Monthly site inspection reports will be maintained utilizing Form 9. As a matter of continued practice, the public works site is continuously inspected by the DPW Director and corrective action, when required, is taken immediately. All records are maintained in the office of the Public Works Superintendent.	
3. Inventory List List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Wood chips (stored away from storm drains)	Grass/Leaf Compactor
	Waste Dumpster (covered)
	Equipment/vehicles slated for auction (note: auctions are conducted on an as-needed and expeditious basis to keep the public works yard free from unwanted/unneeded equipment. Stored excess equipment is inspected as part of the monthly municipal yard inspection)

<p>4. Discharge of Stormwater from Secondary Containment Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.</p>
<p>Secondary containment is not exposed to stormwater. All barrels (including with secondary containment) are housed in the public works garage.</p>
<p>5. Fueling Operations Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.</p>
<p>Fueling is conducted on site, and under canopy with three walls. The tanks and the operator remain indoors during fueling. Formal inspections are conducted monthly. Daily (or as frequently as needed) visual inspections are performed to ensure that spillage has not occurred and contamination is prevented.</p>
<p>6. Vehicle/Equipment Maintenance and Repair Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.</p>
<p>Vehicle and equipment repairs are performed indoors and in accordance with BMP protocols. All personnel are annually trained on BMP procedures. The shop is cleaned daily, and weekly inspections are maintained for the site.</p> <p>Routine vehicle maintenance is performed inside a garage. Drip pans and tarps are always utilized to guard against the spillage of motor vehicle fluids. Spill kits are used when necessary.</p>

<p>7. Wash Wastewater Containment Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.</p>
<p>The Borough has a vehicle wash facility where the wash water is collected and hauled away for disposal. The Underground Vehicle Wash Water Storage Tank Use Log and Pump Out Log are maintained in the office of the Superintendent of Public Works.</p>
<p>8. Salt and Other Granular De-icing Materials Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Mendham Borough currently stores its de-icing material in a permanent structure (dome) located at its maintenance yard. Frequent inspections are conducted, including at the completion of loading and unloading activities to ensure that any spillage is returned to the salt dome.</p>
<p>9. Aggregate Material, Wood Chips, and Finished Leaf Compost Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Stored in bins in a location at the Public Works facility where stormwater runoff is directed away from the stock pile. Wood chips are stored temporarily, only, and away from storm drains. Wood waste is hauled away daily or as needed to area recycling center.</p>
<p>10. Cold Patch Asphalt Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.</p>
<p>Cold patch is not stored onsite. It is used when purchased for immediate application.</p>

<p>11. Street Sweepings and Storm Sewer Cleanout Materials</p> <p>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>Sweepings are stored in tarped dumpsters on pavement surrounded by a hay bale barrier until removed, which is generally within 48-72 hours from collection. Sweeping of the yard is conducted on a monthly basis during the summer months. All catch basins in the yard areas will be checked and cleaned monthly. The separator tanks are cleaned and pumped every six months, March/September as needed, including the cleaning of the floor drains. All activities are scheduled and recorded.</p>
<p>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings</p> <p>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>The Borough accepts yard waste (grass and leaves) year round at its Public Works garage for Borough residents. Public Works offers curbside brush pick up year round to Borough residents. Brush is chipped and available to Borough residents via delivery or pick-up.</p>
<p>13. Scrap Tires</p> <p>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>Scrap tires are temporarily stored in a covered container prior to their delivery for recycling.</p>
<p>14. Inoperable Vehicles and Equipment</p> <p>Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.</p>
<p>The Borough does not store inoperable vehicles or equipment onsite, except on a temporary</p>

basis prior to auction. Any equipment that is outdoors is inspected during monthly municipal yard inspections to ensure that no leakage or contamination risk is present.

Form 10 – Training

Part IV.F.6-10.

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

Topic	Municipal Employees
Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos	
Describe the training provided for municipal staff.	
SPPP	In-person
Construction Site Stormwater Runoff	In-person/field training
Post-Construction Stormwater Management in New and Redevelopment	E-learning
Community-wide Ordinances	In-person
Community-wide Measures	In-person

Stormwater Facilities Maintenance	Field training
Municipal Maintenance Yards and Other Ancillary Operations	Field training
MS4 Mapping	E-learning
Outfall Stream Scouring	Field training
Illicit Discharge Detection and Elimination	Field training

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
Individuals who review and approve stormwater management designs for major developments on behalf of the municipality are required under the MS4 permit to attend the mandatory NJDEP Stormwater Management Design Review course at least once every 5 years. They are required by the MS4 permit to also attend mandatory NJDEP training on amendments to the stormwater management rules at N.J.A.C. 7:8. The design reviewer for Mendham Borough is the municipal engineer.

Municipal Board and Governing Body Members
Describe the training provided for members of the planning/zoning board and municipal council.
<p>Training is required for individuals who review and approve applications for development and redevelopment projects in the municipality at a minimum of once per term. This includes members of the planning and zoning boards, town council, and anyone else who votes on such projects.</p> <p>Training is in the form of online videos, posted at www.nj.gov/dep/stormwater/training.htm. Within 6 months of commencing duties, officials watch the “Asking the Right Questions” video Stormwater Review Training Tool. Once per term thereafter, officials are required to watch at least one of the online NJDEP videos in the series available under Post-Construction Stormwater Management.</p>

Training Records
Indicate the location of training records for the above required training.
All training records are maintained in the public works office.



Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
Work is in progress, information below is areas mapped to date, with the balance to be completed in advance of the 1/1/2026 permit deadline.	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	66
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	tbd
c. MS4 interconnections	7 (mapped to date)
d. MS4 storm drain inlets	750
e. MS4 manholes	9 (mapped to date)
f. Length of conveyance (channels, pipes, ditches, etc.)	8.4 miles (mapped to date)
g. MS4 pump stations	0
h. MS4 stormwater facilities (any that are not listed above)	tbd
i. Maintenance yard(s) and other ancillary operations	1
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.).	
All MS4 infrastructure is being identified via the initial MS4 mapping work. Once completed, it will be updated as needed to ensure accuracy.	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
Mendham Borough has contracted with Stormwater Compliance Solutions, LLC, to perform and complete the mapping work required under the 2023 MS4 permit. Initial work for 2023 has been completed, as reflected in 2a-i above.	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.
<p>The Watershed Improvement Plan is pending at this time and will be developed in accordance with the Tier A permit requirements.</p>
2. Describe any regional projects or collaboration efforts with other municipalities.
<p><i>Pending</i></p>
3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.
<p>All meeting minutes are maintained by the Borough Clerk and available for public inspection.</p>