

Stormwater Pollution Prevention Plan

Township of Raritan
Hunterdon County
NJG0149241

Annual Review Date: 31 December 2024
Stormwater Program Coordinator: John Tully

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title	John Tully – Supervisor of Engineering & Information Technology		
Phone	908-806-6100	Email	John.tully@raritantwpnj.gov
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title	Rakesh R. Darji, PE, PP, CME, CFM – Township Engineer		
Phone	856-235-7170	Email	rdarji@erinj.com
Other Municipal Stormwater Team Members			
Name and Title	Karen Gilbert – Township Administrator		
Phone	908-806-6108	Email	Karen.gilbert@raritantwpnj.org
Name and Title	Brian Taggart – Superintendent of Public Works		
Phone	908-782-1695	Email	publicworks@raritantwpnj.gov
Name and Title			
Phone		Email	
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	

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

1. Provide the link to the dedicated stormwater webpage for your municipality.
https://www.raritan-township.com/departments/engineering
2. List the name and title of person(s) responsible for stormwater webpage postings/updates.
Donna Kulka, Township Clerk
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.
<ul style="list-style-type: none">- Township Bulletin Board located in the Municipal Building (1 Municipal Dr, Flemington, NJ 08822)- Raritan Township official Website (https://www.raritan-township.com/)- The Courier News and/or the Hunterdon County Democrat

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>Raritan Township defines “major development” as defined in the updated definition from the July 17, 2023 Stormwater Management Rules at N.J.A.C 7:8-1.2.</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>The municipality has adopted a more stringent SCO than NJDEP’s model SCO. The Township has elected to include requirements for “minor development”, including stormwater management measures for projects that result in the increase of 1,000 SF or more of impervious area OR one that disturbs more than 2,000 SF of land.</p>
<p>3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).</p>
<ol style="list-style-type: none"> 1. The Township Planner reviews the application for completeness and consults with the Township Engineer to determine if stormwater management is required. 2. Once the application is deemed complete, the application is reviewed by the Township Engineer for compliance with SCO and RSIS 3. A report is generated by the Engineer for the Planning Board or Board of Adjustment hearing, as appropriate. The report includes any questions or issues related to compliance with SCO or RSIS 4. Subsequently, the application is reviewed by the applicable Board, which may approve the application with conditions. 5. A resolution is drafted by the Boards attorney for approval and adoption. The resolution includes any conditions required by the Board. 6. The Township Engineer, who also serves as Engineer for the Planning Board and Board of Adjustment, reviews the application for resolution compliance.
<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>Yes, Raritan Township’s Municipal Stormwater Management Plan and SCO include a mitigation plan, however, no variances have been requested to date. Records will be submitted to the NJDEP and the Hunterdon County Planning Board upon approval. Physical copies are kept in the Township Engineering Department, address is below:</p> <p>1 Municipal Drive Flemington, NJ 08822</p>

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

The original SCO was adopted by Ord. No. 06-11; amended by Ord. No. 20-30 on 11-18-2020, by Ord. No. 21-03 on 4-6-2021, and by Ord. No. 23-22 on 12-19-2023. The Township is currently working to adopt the NJDEP Model SCO with 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 original MSWMP was adopted on 22 Mar 2005. This is the most recent date of the adopted plan.

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	08/01/05	Yes	Police Department & Board of Health	\$500.00
2. Wildlife Feeding	09/08/05	Yes	Police Department	\$500.00
3. Litter Control	07/11/88	Yes	Police Department, Zoning Officer, and/or Board of Health	\$500.00
4. Improper Disposal of Waste	08/01/05	Yes	Police Department, Zoning Officer, Township Engineer, and/or Board of Health	\$500.00
5. Yard Waste	08/01/05	Yes	Police Department, Zoning Officer, and/or Board of Health	\$500.00
6. Private Storm Drain Inlet Retrofitting	08/17/10	Yes	Police Department, Engineering Department	\$100.00
7. Illicit Connections	08/01/05	Yes	Board of Health	\$500.00
8. Privately-Owned Salt Storage	Pending Adoption	TBD	TBD	TBD
9. Tree Removal- Replacement	4/16/24	Yes	Police Department, Land Use Enforcement, Zoning Officer, and/or Township Arborist	Cost for the replacement of the tree

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.

Raritan Township also has a Refuse Container Dumpster ordinance, adopted 10/05/10, that requires those dumpsters and other refuse containers that are outdoors or exposed to stormwater to be covered at all times. The Ordinance is enforced by the Police Department, Engineering Department, and the Hunterdon County Department of Health. Any person found in violation are subject to a fine not to exceed \$50.00 per violation.

Indicate the location of records associated with ordinances and related violations and enforcement actions below.

Code enforcement records are in the locations below:
Raritan Township Clerk's Office, Administration Building, One Municipal Drive, Flemington NJ 08822
Raritan Township Police Department, Two Municipal Drive, Flemington NJ 08822

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.

Segments of municipal road with storm drain inlets that discharge to surface water are swept by the Townships Public Works department monthly. These streets include Minneakoning Road, Leisure Court, Case Boulevard, Pennsylvania Avenue, Dory Dilts Road, Royal Road, Colony Road, Kings Court, Commerce Street, Hart Boulevard, New York Avenue, Emery Avenue, Johanna Farms Road, Everitt Road, Route 202/31 Access Road, and Foster Lane. All other streets are swept at least once a year.

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

N/A

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. Our DPW crew conducts drive-by inspections of the storm drain inlets and open conveyances at which time they inspect the condition of the labels on storm drain inlets. If any buttons need to be replaced or paint needs re-stenciling, the DPW crew will make the repair or repaint as needed at that time or will schedule follow up work with the DPW supervisor.

b. Throughout major development project construction and during repaving projects, the Engineering Department performs site inspections and checks for proper storm drain inlet retrofits. Additionally, during day-to-day operations that entail driving through various areas of the township, DPW staff are instructed to observe storm drain inlets and note those that have not been retrofitted. If any are located along township roads or properties and are in areas that are known to have been repaved, they are identified by the staff for follow-up for retrofitting and the responsible entity is notified if it is a private entity.

c. The Engineering Department checks the plans for road projects and major developments to verify that a catch basin or some sort of BMP to capture solids is included with, or downstream of, the affected storm drain inlets.

d. DPW staff perform inspections of all storm drain inlets at least annually as they drive the roads of the township. The staff will either decide to stop then remove any debris off the inlet grate and surrounding area and load the debris into their trucks for proper disposal or make a note of the location to return to conduct the cleaning within 1 week. There are currently no known areas that clog/flood often, but in the case there are, they would be inspected more regularly and prior to large, forecasted storms, and cleaned if necessary.

2. Municipal Catch Basins

- a. Describe when and how you conduct inspections of catch basins.
- b. Describe the criteria used to determine when catch basins need to be cleaned.

a. Raritan Township owns 5,500 catch basins which are identified on our stormwater infrastructure map. The Township is divided into four (4) quadrants, and each year, we inspect at least one (1) quadrant on rotation and ensure that all catch basins are inspected at least once within every four (4) years. DPW staff conduct a visual inspection using a flashlight and measuring pole.

b. DPW staff are trained to check for debris collected in the catch basin. All catch basins that are 40% or more full are scheduled for clean-out by a vacuum truck contractor.

Additionally, catch basins that are in areas of recent flooding complaints are inspected frequently.

The Township also refers to previous records and puts those catch basins that have been noted as needing frequent cleaning on a more frequent inspection schedule.

3. Municipal Conveyance System

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.

Like our procedure for inspecting our storm drain inlets as DPW staff drive the roads of the town for various activities, our DPW staff also check the conditions of ditches and swales. If there is noticeable trash or debris interfering with stormwater flow, the staff cleans up the debris preferably immediately.

We use sewer inspection cameras to view the enclosed pipe conveyances in areas associated with our catch basins, as we perform those inspections. If it appears that any need to be cleared, they will be added to our maintenance schedule to be completed as soon as possible.

Additionally, conveyance systems that are downstream of areas with recent flooding complaints are inspected following the complaint.

We perform our outfall infrastructure inspections using the Department's Outfall Inspection Form when we inspect those outfalls for Stream Scouring and Illicit Discharges as noted below.

4. Municipal Outfall Inspections – Stream Scouring

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.

Raritan Township owns and operates 213 total outfalls. Each outfall and surrounding area are inspected at a minimum of once every 5 years. Additional inspections are conducted if DPW personnel are working within the area of an outfall. If scouring is detected, we complete the Stream Scouring Investigation Recordkeeping Form. Any time we identify a new outfall (due to expansion or a change to our conveyance system or one we hadn't inventoried before), we inspect it, and check it for scouring.

In the cases where stream scouring is detected, we will attempt to trace it back to the source. If a source is identified, the township would take corrective action if it related to municipally owned property or will ensure that the private entity(ies) perform necessary maintenance. If the township is unable to identify the source, the enforcement inspector and MS4 case manager will be notified.

Additionally, outfalls are inspected after receiving any complaints

All identified scour problems will be evaluated and prioritized for remediation as soon as possible. If remediation cannot be completed within twelve months, a schedule will be submitted to the MS4 case manager prior to the twelve-month deadline. All restoration shall be made in accordance with the Soil Erosion and Sediment Control Standards in New Storm and the requirements for bank stabilization and channel restoration found at N.J.A.C. 7:13, as per our Tier A permit requirements. Prioritization of repairs will be based in part upon extent of scour, potential safety threat, and need for NJDEP permit(s).

All pertinent repair records including the date, location, type of repair, and copies of all applicable NJDEP permits will be kept in the Engineering Department. Past repairs will be inspected annually to ensure scouring has not resumed. Appropriate repairs will be made at those outfall locations where such resumption has occurred

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.

Raritan Township owns and operates 213 total outfalls. Each outfall and surrounding area are inspected at a minimum of once every 5 years. We check for dry weather discharges (72 hours after a rain event), intermittent non-stormwater flow, and discoloration or inappropriate debris (such as toilet paper) in and immediately downstream of the outfall.

If complaints are reported or if any outfalls are found to have a suspected illicit discharge, we reinspect and sample in accordance with NJDEP’s MS4 Guidance to determine if an illicit connection exists.

If an illicit discharge is detected, the township will begin the work to identify the source. We fill out and submit the NJDEP Illicit Connection Inspection Report Forms for each suspected illicit discharge to submit with our Annual Report.

If the source is identified, the township will notify the property owner(s) of their violation of the Illicit Connection Ordinance and will have the connection eliminated immediately.

If we are unable to locate the source of the illicit connection within eleven months, the township will notify the NJDEP Enforcement Inspector and the MS4 case manager within one month of the situation and to request an extension of the investigation period.

Any time we identify a new outfall (due to expansion or a change to our conveyance system or one we hadn’t inventoried before), we inspect it, and check it for illicit discharge.

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.

Infiltration Basins – DPW staff performs inspections according to maintenance plans that were approved by the township for the major development. Staff report on the accumulation of sediment, trash, and/or debris, and overall condition of the basin and structures. Repairs and remediation are completed as needed.

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.

Raritan Township will create and maintain an inventory/database of all privately owned stormwater structures. Letters will be sent out requesting a description of the stormwater management facility and site-specific maintenance plans, logs, and any past/present issues or concerns.

The Township will hire a consultant to perform initial inspections of all stormwater structures, including private residential lots with community basins, basins/structures maintained by homeowner’s associations (HOAs), and stormwater facilities owned by businesses. On privately owned residential lots, a maintenance agreement will be carried out between the property owner and the Township; the agreement will address any repairs required and who will be performing the maintenance of the basin.

Once a complete database is set up, inspections will be conducted on all privately owned stormwater structures, and inspection reports will be generated. If any deficiencies are discovered, a notice of violation will be issued. The notice will be closed once the remediation is completed and accepted by the engineering department. If the entity does not cooperate, then summons will be issued.

8. Infrastructure Records

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

Raritan Township keeps records of inspections, cleanings, routine maintenance work, investigations of illicit connections and scouring near outfalls, and repairs that have been done as well as those projected for completion each year. These records are kept in the DPW office, 204 Pennsylvania Avenue, Flemington, NJ 08822.

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.
Raritan Township does not apply herbicides at all. We do all de-vegetation by mowing or clipping and have not experienced erosion because of this practice.
2. Excess Deicing Material Management Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.
Raritan Township's DPW staff are trained to shovel up excess salt piles that remain on roadways and parking areas after the storm is over, conditions permitting. The salt is collected in a covered trash bin on the truck and the salt is reused during the next storm.
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.).
<p>DPW staff use mower bags to collect grass clippings in most areas. The clippings are dumped on a paved surface temporarily at the maintenance yard and covered. Tree branches that result from trimming activities are also collected and brought back to the maintenance yard.</p> <p>For instances where mower bags are not used, DPW staff are instructed to mow those areas so that they can direct the exit chute from the mower back onto the grass itself, and not out into the street, parking areas or area near a storm drain inlet, etc.</p>
4. Roadside Erosion Control Describe your program to detect and repair erosion along municipal roadways.
As DPW staff perform annual storm drain inlet inspections as noted above, they also check for erosion of shoulders, embankments, ditches, and soils along roads. If they notice any such erosion or sedimentation collecting in areas, including in the waters near the road, they log it in the maintenance schedule and fix the issue as soon as possible. We either plant vegetation or use other methods, such as riprap in areas prone to erosion along roads to promote soil stabilization as described in the Standards for Soil Erosion and Sediment Control. We will contact our MS4 Case Manager for guidance for cases where planting will not remedy this issue

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	
Department of Public Works Facility 204 Pennsylvania Avenue Flemington, NJ 08822	
2. Monthly Site Inspections	
Describe the nature of inspections conducted at this site and the location of inspection logs.	
Daily inspections are conducted by DPW crew during daily operations. A trained DPW crew member walks the whole site at least once each month to ensure that all materials and machinery stored outside are stored in such a way that minimizes exposure to stormwater, ensuring the materials are on impervious surfaces as required, and completely covered. Remedial actions taken during inspection, as well as those that are still needed, are noted in the inspection log.	
3. Inventory List	
List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Stone	Dump trucks
Mason Sand	Pickup trucks
Millings	Wheel loader
Street sweepings and other waste	Backhoe
Wood mulch and leaf compost	Woodchipper
	Leaf machine
	Hot box
4. Discharge of Stormwater from Secondary Containment	
Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.	
N/A	

<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>We have two fueling locations: 1. DPW Facility, 204 Pennsylvania Ave, Flemington NJ 08822 2. Police Station, 2 Municipal Drive, Flemington NJ 08822</p> <p>When bulk delivery is being performed booms are put out to prevent any spilled fuel from entering the storm inlets. Engines are to be turned off and the fuel type confirmed before beginning fueling. Absorbent Spill clean-up materials and spill kits are available in fueling areas and on mobile fueling vehicles and are disposed of after use in accordance with State and Federal law. Nozzles used in fueling are equipped with an automatic shutoff to prevent overfill; fuel tanks shall not be topped-off. Signs are posted.</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>All vehicle maintenance is performed indoors on concrete floors at the DPW facility.</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>All vehicles are washed in a self-contained wash bay that collects the wash wastewater into a tank at the DPW facility.</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>Road salt is stored in a salt dome out of the weather. Liquid calcium is stored in an above-ground tank.</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>All aggregate material and construction debris is stored in a three-sided area to minimize aggregate runoff along with stormwater runoff.</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>We store cold patch asphalt indoors.</p>
<p>11. Street Sweepings and Storm Sewer Cleanout Materials 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>Our street sweepings and storm sewer cleanout materials are stored in a three-sided area to minimize runoff and stormwater contamination.</p>
<p>12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings 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>Construction and demolition waste are stored in a dedicated dumpster, which is covered when not in use and hauled for proper disposal when the container is full.</p> <p>Wood waste and yard trimmings are stored outside in an open area. Wood material is ground-up every six (6) months.</p>
<p>13. Scrap Tires 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>All scrap tires are stored indoors.</p>
<p>14. Inoperable Vehicles and Equipment 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>We do store inoperable vehicles onsite and we utilize drip pans and tarps to prevent stormwater run-on or run-off. Any equipment or vehicles that are stored are also inspected regularly.</p>

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators
Describe the training provided for the municipal Stormwater Program Coordinator.
The Stormwater Program Coordinator (SPC) for Raritan Township attends NJDEP training every permit cycle. Training covers the SPC responsibilities, permit conditions, annual reporting, and required submissions and documentation.

Topic	Municipal Employees
Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos	
Describe the training provided for municipal staff.	
SPPP	<p>Storm Township trains staff whose job duties support the stormwater program. Training on the site-specific details in the SPPP, review MS4 permit requirements, and record-keeping is conducted annually via combined in-person/virtual training.</p> <p>This and all these training modules listed below are also recorded and made available for informational purposes for staff to re-review certain material presented, and for any absent or new staff, or staff that takes on new responsibilities prior to the next training session.</p>
Construction Site Stormwater Runoff	Staff responsible for inspections of construction projects that disturb one acre of soil or more, are trained annually on related MS4 permit conditions. Property owners must obtain a 5G3 permit from NJDEP prior to commencement of construction activities and must comply with their approved soil erosion and sediment control plan.
Post-Construction Stormwater Management in New and Redevelopment	Staff responsible for implementing stormwater permit requirements receive an annual review of the fundamentals of the municipality’s post-construction stormwater management program to address stormwater runoff. Training explains the municipality’s definition of major development and the interconnection among the Stormwater Management rules at N.J.A.C. 7:8, the Storm Township SCO, stormwater permit conditions, the Department’s BMP Manual, and Guidance Documents. For example, we identify where the Department’s maintenance guidance is available on the website for DPW staff reference when an approved maintenance plan does not exist.
Community-wide Ordinances	Staff responsible for approving and/or enforcing stormwater-related ordinances receive annual training on related MS4 permit conditions and to review the purpose of each ordinance and what steps to take if violations are reported.

Community-wide Measures	Staff responsible for conducting activities associated with community-wide stormwater management measures attend annual training to discuss the MS4 permit requirements and town specific measures employed to comply with the street sweeping, storm drain inlets (labeling, retrofitting, and installations), herbicide application, de-icing operations, roadside vegetative waste, and roadside erosion control requirements. Information is also presented regarding current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.
Stormwater Facilities Maintenance	<p>Staff responsible for conducting activities associated with inspections, maintenance and repair of stormwater infrastructure attend annual training on the MS4 related permit requirements. This training details what infrastructure is to be maintained according to approved manufacturers' maintenance plans, versus the remaining infrastructure that is to be maintained according to the NJDEP's BMP Manual. Training also includes requirements for current BMPs, safety equipment and procedures, frequency of activities, and proper documentation of work.</p> <p>All types of stormwater infrastructure in the Township are addressed in the training, which includes but is not limited to storm drain inlets, catch basins, piped and open swale MS4 conveyances, stormwater infiltration basins, and manufactured treatment devices.</p>
Municipal Maintenance Yards and Other Ancillary Operations	Staff responsible for conducting activities associated with our municipal maintenance yard and salt yard attend annual training to discuss related MS4 permit conditions, current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.
MS4 Mapping	Staff who prepare and submit our electronic mapping of stormwater infrastructure attend annual training to review the MS4 permit requirements for electronic mapping.
Outfall Stream Scouring	Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of stream scouring as described in the MS4 permit. Training also includes current best management practices, safety equipment and procedures, frequency of activities, and proper documentation of work.
Illicit Discharge Detection and Elimination	Staff responsible for conducting inspections and repairs of stormwater outfalls attend annual training to discuss how to identify, remediate, and document cases of illicit discharge as described in the MS4 permit. Training also includes current best management practices, safety, equipment and procedures, frequency of activities, and proper documentation of work.

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.

Municipal Board and Governing Body Members
Describe the training provided for members of the planning/zoning board and municipal council.
Within 6 months of joining town council or the planning or zoning board, each member is required under the MS4 permit to watch the NJDEP video titled, Asking the Right Questions in Stormwater Review https://nj.gov/dep/stormwater/asking_the_right_questions.html .
Each term thereafter, members are required to watch another NJDEP video from the choices provided on the stormwater training webpage:
Stormwater Management Rules Applicability https://nj.gov/dep/stormwater/training.htm
Stormwater Management Rules Planning https://nj.gov/dep/stormwater/training.htm
Stormwater Management Rules Design & Performance https://nj.gov/dep/stormwater/training.htm
Stormwater Management Rules Safety https://nj.gov/dep/stormwater/training.htm
Stormwater Management Through General Permit for MS4s https://nj.gov/dep/stormwater/training.htm

Training Records
Indicate the location of training records for the above required training.
Logs of all training including the type of training, date conducted, attendees and trainers are kept in the municipal clerk’s office.

Form 11 – MS4 Mapping

Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
https://www.raritan-township.com/forms-documents/forms/department-documents/engineering/105-raritan-twp-outfall-location-map-2021/file	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	213
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	TBD
c. MS4 interconnections	TBD
d. MS4 storm drain inlets	5500
e. MS4 manholes	TBD
f. Length of conveyance (channels, pipes, ditches, etc.)	TBD
g. MS4 pump stations	TBD
h. MS4 stormwater facilities (any that are not listed above)	TBD
i. Maintenance yard(s) and other ancillary operations	TBD
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.).	
<p>The existing outfall map is updated by the engineering department and/or engineering consultants if any changes occur due to additional development.</p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<p>We plan to continue working with engineering department and/or engineering consultants to establish the MS4 Infrastructure Map before the mapping deadline of 01 Jan 2026.</p>	

Form 12 – Watershed Improvement Plan

Part IV.H.

<p>1. Describe how your municipality is developing its Watershed Improvement Plan.</p>
<p>Raritan Township is gathering data to meet the requirements for the Phase 1, Watershed Inventory Report, which is due and will be posted on our stormwater webpage by 01/01/2026.</p> <p>This will be achieved utilizing engineering consultants. We anticipate including other stakeholders in our discussions to identify opportunities for public participation and education sessions.</p>
<p>2. Describe any regional projects or collaboration efforts with other municipalities.</p>
<p>N/A at this time. We anticipate county involvement and collaboration efforts with other municipalities in the future.</p>
<p>3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.</p>
<p>Logs of all comments received during public information sessions and minutes from meetings will be kept in the municipal clerk's office.</p>